

**Recommendations from Language Access Subcommittee  
for Interpretation at Public Input Meetings (June 2021 – Sept 2021)**

**Background:** Tables 1 & 2 below are language access recommendations for the interpretation of verbal public input during Public Input Meetings from June – September 2021. These recommendations are solely for virtual Public Input Meetings.

**Table 1: Background Research and Procedural Recommendations for Interpretation During Public Input Meetings**

<b>Topic</b>	<b>Recommendation</b>
Appointment System & Requests for Interpretation	<p>Recommendations for Public Input Meetings when the Commission will provide interpretation services (see Table 2 below for proposed meeting dates where CRC will provide interpretation)</p> <ul style="list-style-type: none"> <li>• Recommending the use of an appointment system to schedule timeslots where individuals would require interpretation services.</li> <li>• Based on a 6-hour meeting, for days already designed for interpretation (see Table 2 below) recommend the first two hours of appointments be designated for individuals requiring interpretation services, if needed.</li> <li>• For all other Public Input Meetings recommend holding the first hour for interpretation requests.</li> <li>• Appointments for interpretation services must be submitted no later than 10 business days before the public input meeting date.</li> <li>• For any remaining slots designated to language interpretation 50 percent will be opened to all Californians 5 business days prior to the meeting date.</li> <li>• If none of the timeslots designated for language interpretation are filled, then all slots will be opened to all Californians 5 business days prior to the meeting date.</li> <li>• Appointment timeslots that require interpretation services should be doubled to allow for consecutive interpretation (i.e. if public input is 3 minutes for non-interpretation then it would be a 6 minutes total if there is interpretation.)</li> </ul>
Volunteer Interpretation	The public can always use their own interpreters, such as family members.
Disability Access	<p>Recommend ASL and Closed Captioning for Public Input Meetings</p> <p>Requests for disability-related modification or accommodation should be made at least five business days prior to the meeting and should be submitted in writing either by mail at 721 Capitol Mall, Suite 260, Sacramento, California 95814 or by email at <a href="mailto:votersfirstact@crc.ca.gov">votersfirstact@crc.ca.gov</a>.</p>

Zone specific Public Input Meetings open to all Californians	The public is not limited to the Commission Outreach zone they live in to provide public input for a Zone specific Public Input meeting and this should also be the case for interpretation assistance. This will allow the Commission to utilize interpretation resources more efficiently.		
Background on language recommendations for interpretation services for specific Zone Public Input Meetings	<p>The Language Access subcommittee based the recommendations for Table 2 utilizing data on Limited English Proficient (LEP) population from the American Community Survey B16001 dataset (American Community Survey Tables: 2009 - 2013, B16001 Languages Spoken at Home by Ability to Speak English for the Population 5 years and over (looking at population who self-identify as speaking English less than "very well")).</p> <p>The subcommittee reviewed the total number of LEP populations for CA's top 12 non-English languages per the Commission outreach Zone. For each of the 12 non-English languages, the subcommittee identified 1-3 Zones with the largest population for that specific language. Languages that are recommended for LA County Public Input meetings are languages where this is the largest concentration of that LEP populations and/or there were no other Zones with large concentrations of the specific language.</p>		
Recommendation for number of meetings that will include interpretation for CA top 12 non-English Languages	<b>LEP population statewide total per language</b>	<b>Number of Public Input Meetings to provide interpretation of non-English Public Input</b>	<b>Languages</b>
	Greater than 1,000,000	4 meetings per language (including 1 statewide meeting)	Spanish
	From 100,000 to 1,000,000	2 meetings per language	Chinese (Mandarin & Cantonese), Vietnamese, Tagalog, Korean
	Less than 100,000	1 meeting per language	Armenian, Farsi, Russian, Arabic, Punjabi, Japanese, Khmer

**Table 2: Public Input Meeting dates and recommendations for interpretation services**

The public is not limited to the Commission Outreach zone they live in to provide public input for a Zone-specific Public Input meeting and this should also be the case for interpretation assistance. This will allow the Commission to utilize interpretation resources more efficiently.

<b>Date</b>	<b>Zone</b>	<b>Language</b>
6/10/21 Thursday	Statewide	
6/19/21 Saturday	Statewide	Spanish
6/21/21 Monday	D	
6/24/21 Thursday	I	
6/26/21 Saturday	H	
6/28/21 Monday	C	Chinese - Mandarin, Tagalog
7/1/21 Thursday	A	
7/2/21 Friday	B	
7/8/21 Thursday	J	Vietnamese, Korean
7/10/21 Saturday	K	
7/12/21 Monday	F	Spanish, Khmer
7/15/21 Thursday	H	Farsi, Armenian
7/17/21 Saturday	C	Russian, Chinese - Cantonese
7/20/21 Tuesday	G	
7/22/21 Thursday	E	
7/24/21 Saturday	K	Tagalog, Arabic
7/29/21 Thursday	I	
7/30/21 Friday	H	Korean, Japanese
7/31/21 Saturday	C	Spanish, Vietnamese
8/4/21 Wednesday	F	Punjabi
8/9/21 Monday	G	
8/12/21 Thursday	J	Chinese - Mandarin
8/15/21 Sunday	H	Chinese - Cantonese, Spanish
8/18/21 Wednesday	D	
8/21/21 Saturday	K	
8/23/21 Monday	E	
8/25/21 Wednesday	B	
8/27/21 Friday	A	
8/29/21 Sunday	F	
8/30/21 Monday	C	
9/1/21 Wednesday	J	
9/2/21 Thursday	I	Spanish
9/8/21 Wednesday	Group COI Input – LA	
9/9/21 Thursday	Group COI Input – SD	
9/10/21 Friday	Group COI Input – SF/Bay Area	
9/11/21 Saturday	Group COI Input – Statewide	