



**SEVENTH JUDICIAL
DISTRICT**

LANGUAGE ACCESS PLAN

&

**AMERICANS WITH
DISABILITIES ACT PLAN**

**SEVENTH JUDICIAL DISTRICT
LANGUAGE ACCESS PLAN
TABLE OF CONTENTS**

- I. DEFINITIONS (page 3)**
- II. LEGAL BASIS AND PURPOSE (page 3)**
- III. NEEDS ASSESSMENT (page 3)**
 - A. Statewide by Language**
 - B. Seventh Judicial District by Language**
- IV. LANGUAGE ASSISTANCE PROCEDURES AND RESOURCES INSIDE THE COURTROOM (page 6)**
 - A. Provision of Interpreters in the Courtroom**
 - B. Determining the Need for an Interpreter in the Courtroom**
 - C. Remote Interpreting**
 - D. Court Interpreter Scheduling**
- V. LANGUAGE ASSISTANCE PROCEDURES AND RESOURCES OUTSIDE THE COURTROOM (page 8)**
- VI. TRANSLATED RESOURCES (WRITTEN AND AUDIOVISUAL) (page 9)**
- VII. LANGUAGE ACCESS STAFFING (page 10)**
- VIII. JUDICIAL AND STAFF TRAINING (page 10)**
- IX. FUNDING AND PROCUREMENT ISSUES (page 11)**
- X. PUBLIC NOTIFICATION OF LAP AND SERVICES (page 11)**
- XI. COMPLAINT PROCEDURE (page 12)**
- XII. APPROVAL AND EVALUATION OF LAP (page 12)**
 - A. LAP Approval**
 - B. Annual Evaluation of LAP**
 - C. Seventh Judicial District LAP Coordinator**
 - D. AOC LAP Coordinator**
 - E. Effective Date and Approval**



SEVENTH JUDICIAL DISTRICT

LANGUAGE ACCESS PLAN

I. DEFINITIONS

Definition of “Seventh Judicial District” and “the Courts”:

“Seventh Judicial District” and “the Courts,” as used throughout this plan, means all the District and Magistrate courts in New Mexico's Seventh Judicial District, namely: Catron County District Court, Catron County Magistrate Court, Socorro County District Court, Socorro County Magistrate Court, Sierra County District Court, Sierra County Magistrate Court, Torrance County District Court and Torrance County Magistrate Court.

For a list of language access planning team members from these courts, *see Attachment A*.

II. LEGAL BASIS AND PURPOSE

This document serves as the plan for the Seventh Judicial District to provide to persons with limited English proficiency (LEP) services that are in compliance with Title VI of the Civil Rights Act of 1964 and Executive Order 13166. Language access services are further provided for in the New Mexico Constitution and in State Statute (*see* Section IV A).

The purpose of this plan is to provide a framework for the provision of timely and reasonable language assistance to LEP persons who come into contact with the Seventh Judicial District.

III. NEEDS ASSESSMENT

A. Statewide by Language

The State of New Mexico provides court services to a wide range of people, including those who speak limited or no English and those who are deaf or hard-of-hearing.

According to the New Mexico Administrative Office of the Courts (AOC), the most frequently

encountered languages in New Mexico's courts are:

- 1) Spanish
- 2) Navajo
- 3) American Sign Language (ASL)
- 4) Arabic
- 5) Vietnamese

In Fiscal Year 2023, interpretation was provided in New Mexico's courts in a total of 67 different languages.

The Migration Policy Institute reports that 33% of New Mexicans speak a language other than English in the home. The number one language statewide is Spanish, with 25% of New Mexicans speaking Spanish in the home. Among those speaking Spanish in the home, 27% are Limited English Proficient.

B. Seventh Judicial District by Language

Demographic Data by County:

The Seventh Judicial District will make every effort to provide services to all LEP persons. For purposes of anticipating need, the following data shows the spoken (i.e., not signed) languages other than English that are most frequently used in the Courts' geographic area.

1) Modern Language Association Data:

The following data comes from the Modern Language Association (MLA). The MLA data indicates the percentage of county residents above the age of five who speak the language at home; it does not indicate proficiency or lack of proficiency in English.

The top five spoken languages other than English in each county are as follows:

Catron County

- 1) Spanish 13.34%
- 2) "Other specified North American Indian languages" 1.17%
- 3) Navajo 1.09%
- 4) German 0.59%

Sierra County

- 1) Spanish 15.64%
- 2) Navajo 0.51%
- 3) French 0.46%
- 4) German 0.17%
- 5) "Other specified North American Indian languages" 0.13%

Socorro County

- 1) Spanish 31.31%

- 2) Navajo 6.66%
- 3) Chinese 1.40%
- 4) “Other specified North American Indian languages” 0.81%
- 5) German 0.34%

Torrance County

- 1) Spanish 24.77%
- 2) Navajo 0.48%
- 3) Hebrew 0.31%
- 4) German 0.21%
- 5) Greek 0.21%

2) Migration Policy Institute Data:

The following data comes from the Migration Policy Institute (MPI). The MPI data indicates the percentage of county residents above the age of five who are classified as Limited English Proficient. MPI only lists a language if it is spoken by 5% or more of a county's total population or by 500 or more persons within a county, and if those speakers are also Limited English Proficient.

MPI lists the following LEP data for the Seventh Judicial District:

- Catron County: No data (ie., fewer than 500 or 5% LEP persons).
- Sierra County: No data (ie., fewer than 500 or 5% LEP persons).
- Socorro County: 9.1% Spanish-speaking LEP persons; 5.6% Navajo-speaking LEP persons.
- Torrance County: 6.5% Spanish-speaking LEP persons.

The Seventh Judicial District Language Access Planning team is responsible for updating demographic data as it becomes available.

Courthouse Users:

The Seventh Judicial District will also assess its language needs on an ongoing basis based on what it identifies about courthouse users. This is achieved through two methods:

- 1) Tracking the use of interpreters in the courtroom.
- 2) Tracking encounters between staff and LEP persons in out-of-courtroom settings.

1) Courtroom interpreter use:

The Courts track courtroom interpreter usage using the Odyssey case management system. The LAP team is responsible for updating interpreter data in this LAP at its annual meetings.

For interpreter use in the Seventh Judicial District during the most recent calendar year (2023), *see Attachment B*. Prior year data is also included in *Attachment B*, for comparison purposes.

2) Out-of-courtroom tracking:

The Courts track out-of-courtroom encounters with LEP individuals at the clerks' windows and on the

telephone, using a form provided by AOC. The Language Access Specialist or the Court Manager at each courthouse is responsible for ensuring this data is tracked on an ongoing basis and the LAP team is responsible for ensuring the data is updated in this plan at its annual meeting. Out-of-courtroom statistics for the most recent calendar year (2023) are set out in *Attachment C*. Statistics from prior years are also included in *Attachment C*, for comparison purposes.

IV. LANGUAGE ASSISTANCE PROCEDURES AND RESOURCES INSIDE THE COURTROOM

A. Provision of Interpreters in the Courtroom

The provision of spoken-language and signed-language interpreters in court proceedings is based in New Mexico state statute and the Constitution. The Constitution references language access in multiple sections, including Article II, Section 14 and Article VII, Section 3. In the Seventh Judicial District, interpreters will be provided, consistent with the Court Interpreter Standards of Practice and Payment Policies, at no cost to court customers, witnesses, jurors and other parties who need such assistance under the following circumstances:

- For a deaf or hard-of-hearing litigant, juror, observer (when an observer has submitted a request to the court prior to the proceeding), or witness in any type of court proceeding. Title II of the ADA requires local and state courts to provide qualified signed language interpreters or other accommodation to ensure effective communication with deaf and hard-of-hearing individuals.
- For a non-English speaking person who is a principal party in interest or a witness in a criminal case.
- For a non-English speaking person who is a principal party in interest or a witness in a domestic violence case, domestic relations case, and/or Children's Court case, including court-ordered domestic relations mediation.
- For a non-English speaking person who is a principal party in interest in a civil case or that party's witness.
- For victims who are active case participants, i.e., testifying as a witness or when making a statement at sentencing.
- For any non-English speaking juror. A certified court interpreter shall be provided to petit and grand jurors, including jury orientation, voir dire, deliberations, and all portions of the trial.

It is the responsibility of the private attorney, Public Defender or District Attorney to provide qualified interpretation and translation services for pre-trial witness interviews, transcriptions and translations and for attorney/client communications during proceedings.

The AOC has issued Guidelines for audio recorded, video recorded or written materials in languages other than English pursuant to Rule 1-103(E)(8) NMRA. These Guidelines address circumstances in which interpreters may and may not be used to perform sight translation in the courtroom. For the AOC Memorandum dated July 22, 2016, see: <https://languageaccess.nmcourts.gov/rules-guidelines-memos-1>.

B. Determining the Need for an Interpreter in the Courtroom

The Seventh Judicial District determines whether an LEP court customer needs an interpreter for a

court hearing in the following ways:

The need for a court interpreter may be identified prior to a court proceeding by the LEP person or on the LEP person's behalf by: the clerk's office; or by outside justice partners such as police officers, probation/parole officers, attorneys, social workers, advocates or correctional facilities.

The Courts have access to a multilingual interpreter needed check sheet/rights advisory for pro se clients, created by AOC. The sheet informs clients in 11 languages that they are entitled to an interpreter free of charge, and asks them to check the box by the language they need.

The Magistrate Courts coordinate with law enforcement partners and detention centers to help ensure early identification of interpreter needs.

Within the Courts' Odyssey case management system, when an interpreter is requested by the attorney or pro se litigant, Court staff has the ability to modify the party information to indicate that an interpreter is needed. Once this information is entered, when a Notice of Hearing is generated an "I" will appear next to the hearing event signifying an interpreter is needed. This flagging system ensures that once the need for an interpreter has been identified, court staff will be alerted for every hearing. The flag will also transfer when cases are transferred from Magistrate to District Court.

The need for an interpreter may also be made known in the courtroom at the time of the proceeding. The Seventh Judicial District displays signs in English, Spanish, Navajo and Vietnamese that state: "You have the right to an interpreter at no cost to you. If you cannot speak or understand English, or if you need an American sign language interpreter, please contact the clerk for assistance." The Seventh Judicial District displays these signs at the following locations: clerks' windows, outside courtrooms, and near building entrances. The Court Manager of each courthouse is responsible for ensuring signs are posted.

Also, the judge may determine that it is appropriate to provide an interpreter for a court matter.

In a case where the court is mandated to provide an interpreter, but one is not available at the time of the proceeding even after the court has made all reasonable efforts to locate one, the case will be postponed and continued on a date when an interpreter can be provided.

C. Remote Interpreting

With the exception of jury trials and in compliance with Supreme Court rules and AOC policies, a remote interpreter may be used. Details to assist courts with telephone and video interpreting are posted at: <https://languageaccess.nmcourts.gov/rules-guidelines-memos-1>.

D. Court Interpreter Qualifications and Availability

The Seventh Judicial District schedules interpreters for courtroom hearings in compliance with Supreme Court rules and AOC policies.

Interpreters for all New Mexico state courts are scheduled using a centralized interpreter scheduling management system managed by AOC. Court staff enter requests for interpreters in all languages into

the scheduling system. Requests are screened by an AOC coordinator, who broadcasts the interpreter assignments to interpreters located as close to the court as possible. Once the assignment has been filled, courts receive email notification of the interpreter assigned.

V. LANGUAGE ASSISTANCE PROCEDURES AND RESOURCES OUTSIDE THE COURTROOM

The Seventh Judicial District is also responsible for taking reasonable steps to ensure that LEP individuals have meaningful access to services outside the courtroom. Language services outside the courtroom include routing, communications and interactions between court staff and LEP individuals as they request information, file documents, schedule appointments, and so on. In the Seventh Judicial District, LEP individuals may come into contact with court personnel via the phone or the clerk's window.

When court personnel in the Seventh Judicial District come into contact with LEP individuals, they use “I Speak” cards; the Certified Languages International (CLI) phone service; or a Language Access Specialist (LAS).

Language Access Specialists are bilingual employees of the court who have successfully completed justice system language access training through the New Mexico Center for Language Access. They are a category of employee specifically created by the NM Judiciary to ensure the delivery of meaningful language access services in out-of-courtroom settings (e.g., at the clerk's window). As of the latest revision of this plan, the Seventh Judicial District employed the following Spanish-speaking LASs:

- Rachel Gonzales, Judicial Specialist Supervisor, Socorro County District Court
- Mary Mora, Judicial Specialist Supervisor, Sierra County District Court
- Guadalupe Marin, Judicial Specialist 2, Sierra County District Court

The LAP team discusses Seventh Judicial District LAS needs and potential trainees at each annual meeting. As of the latest revision of this plan, the Socorro County District Court and the Torrance County Magistrate Court had identified potential candidates for the program.

To facilitate communication between LEP individuals and court staff, the Seventh Judicial District uses the following resources to the degree that resources are available:

- Language Access Specialists, as detailed in this section.
- Multilingual signage, as detailed in Section IV C.
- “I Speak” cards in over 60 languages, to identify the individual’s primary language.
- Telephonic interpreting services, which are available to provide assistance at the clerk’s window. The telephonic interpreting services are provided in over 175 languages, through Certified Languages International (CLI).
- A public phone line which provides the following services:
 - a) An option to press for Spanish, which will transfer to either an LAS or a Spanish voicemail.
 - b) An after-hours Spanish voicemail.
 - c) A Spanish jury message which is updated as frequently as needed.

As of the latest revision of this plan, the Torrance County District Court did not have Spanish phone line services. The Court Manager will collaborate with the AOC Language Access Coordinator to ensure these services are in place by June 30, 2024.

- The AOC Memorandum, “Providing Interpreters for Court-Ordered Programs, Services or Events,” explains when the obligation to provide language access for programs, services or events falls on the court and when it falls on outside agencies. *See*: <https://languageaccess.nmcourts.gov/rules-guidelines-memos-1>.

VI. TRANSLATED RESOURCES (WRITTEN AND AUDIOVISUAL)

The Courts understand the importance of having forms and documents professionally translated so that LEP individuals have greater access to needed information and services. Translation requests should be submitted to the AOC’s vendor via an online portal. For further details, *see* “New Translation Portal Instructions” at <https://languageaccess.nmcourts.gov/rules-guidelines-memos-1>.

Currently, the following translated resources are available statewide:

- Supreme Court forms in bilingual format, available at <https://languageaccess.nmcourts.gov>:
 - *Spanish*: Domestic Violence, Domestic Relations, Interpreter request, Adult Guardianship
 - *Spanish, Vietnamese, Chinese and Arabic*: Landlord Tenant
- The website of the NM Judiciary at <https://nmcourts.gov>, including the Seventh Judicial District Court page, has been professionally translated into Spanish. The Court’s webmaster is responsible for notifying the AOC Language Access Planning Consultant whenever updates are made in English so that AOC can make the corresponding updates on the Spanish mirror page.
- Resources posted on the AOC Language Access Services website at: <https://languageaccess.nmcourts.gov>. To help users who are LEP, blind/low-vision; low literacy/computer literacy or deaf/hard-of-hearing to navigate the site, an avatar is included. This virtual assistant speaks English, Spanish and Navajo and can respond to either written or verbal commands.
- Informational videos for Self-Represented Litigants in ASL, Spanish and Navajo (with closed captioning) are posted throughout the Language Access Services website.
- Guardian and Conservator orientation program videos in Spanish are posted at: <https://adultguardianship.nmcourts.gov/videos-informativos-de-entrenamiento>
- A District Court Self Help Guide (Spanish and Navajo) is available on the Language Access Services website.
- Magistrate court personal data intake form in bilingual English/Spanish format.
- Eight Spanish pamphlets for Self-Represented Litigants, explaining civil procedures and terminology in the magistrate courts, provided by AOC.
- As the only state in the United States that seats LEP jurors, the New Mexico AOC provides the following materials (available at <https://jury.nmcourts.gov>):
- ✓ Spanish: juror questionnaire, qualification form, handbook, FAQs, creed, tips for after jury service, medical excuse form, orientation video open-captioned in Spanish.
- ✓ Navajo: juror questionnaire and qualification form.

In addition, the following translated resources are available for LEP court users in the Seventh Judicial District:

- Seventh Judicial District Self Help Guide (English/Spanish), available at: <https://seventhdistrictcourt.nmcourts.gov/autoayuda>.

- Request for interpreter form in English and Spanish, as detailed in Section IV C.
- Juror acceptance letter in Spanish.
- Juror call-in cards in Spanish.
- Juror summons in Spanish.
- Juror completion letter in Spanish.
- Courtroom information sheet in Spanish.
- Domestic Violence case history entry card in Spanish.
- Bilingual (English/Spanish) handouts from community partners.

VII. LANGUAGE ACCESS STAFFING

The Seventh Judicial District is an equal opportunity employer and recruits and hires/contracts with bilingual staff/contractors to serve its LEP constituents. Primary examples include:

- Court interpreters who serve the Courts on an on-call basis, coordinated and funded by AOC.
- Language Access Specialists, as detailed in Section V. The District Courts pay a \$1 per hour increase to LASs and are committed to paying for the LAS training program if necessary. In the Magistrate Courts, the increase and training fees are paid by AOC.
- Other bilingual staff who are on call to assist with out-of-courtroom contacts from LEP individuals as needed. The Courts actively recruit bilingual employees and encourage all bilingual employees who provide language access services to become LAS-certified.

VIII. JUDICIAL AND STAFF TRAINING

The New Mexico State Courts and the Seventh Judicial District are committed to providing language access training opportunities for all judicial officers and staff members. Training and learning opportunities currently offered by the New Mexico Supreme Court and the Seventh Judicial District will be expanded or continued as needed. These opportunities include:

- Mandatory language access training for all new and continuing employees, posted on the AOC Human Resources website. The training video includes information on the legal basis for language access and goes into detail on procedures for providing services. A policy directive mandating the training was issued by the Supreme Court in the form of an Order in April 2011. A subsequent policy directive was issued by AOC in October 2011 in the form of a Language Access Training Policy. AOC distributed an accompanying training acknowledgment form to be signed by each employee and added to their personnel file after training was completed.
- Instruction for all employees on the Courts' LAP policies and procedures, as described in this plan.
- Scholarships and wage incentives (as available) to encourage the enrollment of current bilingual employees in the Language Access Specialist certificate program offered through the New Mexico Center for Language Access.
- A twice-yearly Language Access Specialist symposium, the benefits of which include a full year's worth of Continuing Education Units, as well as LAS webinars throughout the year. For schedule, see: <https://languageaccess.nmcourts.gov/language-access-specialist-interpreter-training>.
- A Judges' Portal containing video content, guidelines and other resources on the following topics: Fundamentals; Tips for Interpreted Proceedings; Deaf and Hard of Hearing and LEP Jurors; Native Americans in our Courts. See: <https://nmcenterforlanguageaccess.org/cms/en/for-judges/welcome-to-the-judges-portal>

- Video Remote Interpreting training, available at: <https://languageaccess.nmcourts.gov/training-resources>
- Conferences, judicial conclaves, webinars, etc. that include sessions dedicated to language access topics, organized by AOC Language Access Services and its partner, the NM Center for Language Access.
- The AOC and national colleagues have developed the Language Access Basic Training (LABT), an interactive training program available online at: <https://nmcenterforlanguageaccess.org/cms/en/courts-agencies/about-language-access-basic-training>. The training is geared toward all judicial employees, and also contains more intense modules of practice and skills assessment for bilingual employees. Training topics include Legal Basis; Ethics; Roles of Court Staff and Cultural Competency.

Trainings for employees in the Seventh Judicial District will be held as needed, and the Court Manager of each courthouse is responsible for implementing trainings. New employees receive language access orientation, administered by the AOC Human Resources Division, shortly after assuming their responsibilities.

Language Access Specialist, conference, judicial conclave, webinar, etc. training opportunities are advertised to the judiciary by AOC.

IX. FUNDING AND PROCUREMENT ISSUES

The New Mexico Supreme Court and Administrative Office of the Courts commit significant resources to the following language access efforts to benefit all state courts on a regular basis: signage; assistive listening/interpreting equipment; certified interpreter services for court proceedings for spoken and signed languages; training and certification of interpreters and Language Access Specialists; 24/7 telephonic interpreting available in 175 languages for out-of-courtroom communication with LEP individuals; and the development of related training materials for court personnel and language access service providers. The NM Judiciary will continue to support the Seventh Judicial District's language access efforts through these services and will work to identify new funding opportunities to support language access efforts across the judiciary and specific to the needs of the Seventh Judicial District, as identified through current or future language access planning efforts.

X. PUBLIC NOTIFICATION OF LANGUAGE ACCESS PLAN AND SERVICES

The Seventh Judicial District understands the importance of communicating to the LEP and deaf/hard-of-hearing public that its courthouses are accessible. As detailed throughout this plan, the Courts communicate accessibility by means of signage; "I Speak" cards; telephone services; audiovisual materials; online materials, and written materials. In addition, the Courts undertake the outreach measures detailed below.

Upon signature of each annual revision of this plan, the CEO of District Court sends an email to local Criminal Justice Coordinating Council members, enclosing the LAP. The email is intended to advise the LEP and deaf/hard-of-hearing community that the Court is accessible and to familiarize them with the specific provisions of the Court's LAP.

For distribution of this plan to the public and court employees, *see* ADA Plan, Section XV.

XI. COMPLAINT PROCEDURE

The Seventh Judicial District has a complaint procedure for persons who feel their rights to language access have been violated. Should any individual wish to make a complaint, the attached complaint procedure and form will be provided to them by the LAP Coordinator. The procedure and form are available in English and Spanish and can be translated into additional languages as needed (*see Attachment D*).

XII. APPROVAL AND EVALUATION OF LAP

A. LAP Approval

The Seventh Judicial District LAP is subject to approval by the Chief Judge and Court Executive Officer. Any revisions to the plan will be submitted to the above individuals for approval, and then forwarded to the AOC.

B. LAP Evaluation

The Seventh Judicial District will routinely assess whether changes to the LAP are needed. The plan may be changed or updated at any time but reviewed no less frequently than once a year.

Annually, the Courts' language access planning team will review the effectiveness of the Courts' LAP and update it as necessary. The evaluation will include identification of any problem areas and development of corrective action strategies. Elements of the evaluation will include:

- Number of LEP persons requiring court interpreters and out-of-courtroom language assistance.
- Assessment of current language needs to determine if additional services or materials should be provided.
- Assessment of whether language access procedures are operating smoothly.
- Assessment of whether court staff adequately understand LEP policies and procedures and how to carry them out.
- Identifying gaps in LAS coverage and suitable candidates to undergo LAS training.
- Review of any feedback from court employee training sessions.
- Ensuring that all tasks summarized in this plan have been completed by their target date.
- Ensuring that all time-sensitive references; rules or policies that are subject to change; and individuals mentioned in this plan, are up-to-date.

C. Seventh Judicial District LAP Coordinator:

Jason Jones, Court Executive Officer
Seventh Judicial District Court
200 Church Street, Socorro, New Mexico 87801
socdjej@nmcourts.gov
575-835-0050

D. AOC LAP Coordinator:

Freda Valdez, Statewide Program Manager, Language Access Services
New Mexico Administrative Office of the Courts
111 Lomas Blvd. NW, Albuquerque NM 87102
aocfev@nmcourts.gov
(505) 231-9229

E. LAP Effective date:

See: LAP & ADA Plan signature page

**SEVENTH JUDICIAL DISTRICT
ADA PLAN
TABLE OF CONTENTS**

- I. DEFINITIONS (page 15)**
- II. LEGAL BASIS AND PURPOSE (page 15)**
- III. NEEDS ASSESSMENT (page 16)**
 - A. New Mexico Data**
 - B. Seventh Judicial District Data**
- IV. ADA COORDINATOR DUTIES (page 17)**
 - A. Duties of the AOC Office of the Statewide ADA Title II Coordinator**
 - B. Duties of the Local ADA Title II Coordinator**
- V. PROVISION OF ASL INTERPRETERS AND OTHER ACCOMMODATIONS (page 19)**
- VI. TRANSLATED RESOURCES (page 19)**
- VII. RESOURCES IN ALTERNATIVE FORMATS (page 19)**
- VIII. RESOURCES FOR JURORS (page 20)**
- IX. OUT-OF-COURTROOM CONTACTS (page 20)**
- X. ASSISTIVE LISTENING DEVICES (page 21)**
- XI. SCRIBING SERVICES (page 21)**
- XII. LIVE CHAT DEVICES (page 21)**
- XIII. JUDICIAL AND STAFF TRAINING (page 22)**
- XIV. EMERGENCY PLAN AND EVACUATION (page 22)**
- XV. PUBLIC NOTICE (page 22)**
- XVI. GRIEVANCE PROCEDURE (page 23)**
- XVII. APPROVAL AND EVALUATION OF ADA PLAN (page 23)**
 - A. ADA Plan Approval**
 - B. Annual Evaluation**
 - C. Seventh Judicial District ADA Title II Coordinator**
 - D. Statewide ADA Title II Coordinator**
 - E. Effective Date and Approval**

I. DEFINITIONS

Definition of “Seventh Judicial District” and “the Court”:

“Seventh Judicial District” and “the Court,” as used throughout this plan, means all the courts in New Mexico's Seventh Judicial District, namely: Torrance County District Court (located in Estancia), Sierra County District Court (located in Truth or Consequences), Socorro and Catron County District Court (located in Socorro), Estancia Magistrate Court, Moriarty Magistrate Court, Reserve Magistrate Court, Socorro Magistrate Court, and Truth or Consequences Magistrate Court.

II. LEGAL BASIS AND PURPOSE

The New Mexico Administrative Office of the Courts is committed to ensuring equal access to and full participation in court programs, court services, and court activities for qualified individuals with disabilities, including attorneys, litigants, defendants, probationers, witnesses, victims, potential jurors, and public observers of court proceedings.

The Americans with Disabilities Act of 1990 (ADA) was enacted to prohibit discrimination against people with disabilities. Under Title II of the ADA, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of programs, services, or activities of a public entity. This prohibition applies to the New Mexico state courts as providers of public programs, services, and activities. Pursuant to the ADA, people with disabilities have an equal opportunity to access, use, and fully participate in court programs, services, and activities and not be discriminated against because of their disability.

A person is considered disabled for purposes of the ADA if he or she has a mental or physical impairment that substantially limits a major life activity. “Major life activities” include, but are not limited to: reading, communicating, performing manual tasks, seeing, hearing, standing, walking, breathing, and the operation of a major bodily function.

The ADA also protects people who have a record of such an impairment or who are regarded as having such an impairment, if being perceived as having a disability results in discrimination.

It is important to remember that not all disabilities are obvious. “Invisible disabilities,” such as psychological or cognitive conditions, can substantially limit a person’s ability to engage in major life activities.

Any individual with an interest in participating in or attending any proceeding before any court may make a request for an accommodation. This includes jurors, parties, attorneys, witnesses, and spectators.

Whenever reasonable, New Mexico Court policies, practices, or procedures must be modified to make court programs, court services, and court activities readily accessible to and usable by people with disabilities. This includes removing architectural barriers by altering existing facilities where feasible or relocating services to an ADA-accessible site.

The ADA also includes removing communication barriers by providing auxiliary aids and services that

would allow a person with a disability to effectively represent a client, be a party in a lawsuit, testify as a witness, serve on a jury, observe a hearing or trial, or otherwise participate in all programs, services and activities. In providing reasonable accommodations, the New Mexico Courts give ADA Title II primary consideration to the accommodations requested by the person with a disability when reasonable and practicable. To ensure ADA effective communications with people who are deaf or hard-of-hearing, the New Mexico Courts provide sign language and oral interpreters, TTYs, or other appropriate auxiliary aids and services free of charge. The New Mexico Courts may also provide information in Braille and Large Print for people with visual disabilities as a reasonable accommodation request.

III. NEEDS ASSESSMENT

A. New Mexico Data

The Centers for Disease Control and Prevention (CDC) published the latest Disability and Health Data System (DHDS) on their website at:

<https://www.cdc.gov/ncbddd/disabilityandhealth/dhds/data-guide/status-and-types.html#status>.

DHDS is an online source of state level data on adults with disabilities. In the state of New Mexico 513,695 adults have a disability. This is equal to 30% or roughly 1 in 3 adults.

According to DHDS, in New Mexico the percentages of disabled individuals 18 years or older were reported in 2021 as follows:

- Cognitive Disability 14.6%
- Mobility Disability 13.6%
- Independent Living Disability 8.2%
- Hearing Disability 7.5%
- Vision Disability 5.8%
- Self-Care Disability 4.3%

Definitions:

- Cognitive: serious difficulty concentrating, remembering or making decisions.
- Hearing: serious difficulty hearing or deafness.
- Mobility: serious difficulty walking or climbing stairs.
- Vision: serious difficulty seeing or blindness.
- Self-care: difficulty dressing or bathing.
- Independent living: difficulty doing errands alone.

B. Seventh Judicial District Data

The Seventh Judicial District assesses its ADA accommodation needs on an ongoing basis based on what it identifies about courthouse users. This is achieved through two methods:

1) Tracking ADA Accommodations inside the courtroom.

2) Tracking encounters between staff and courthouse users needing an ADA accommodation outside of the courtroom.

1) ADA Accommodations in the Courtroom:

During the most recent calendar year (January 1, 2023 through December 31, 2023), the following ADA accommodations were provided in the courtroom:

1. American Sign Language (ASL) = (1)
2. Communication Access Real-Time Captioning (CART) = (1)
3. ADA Accommodations for Jurors (such as Assistive Listening Devices) = (0)
4. Scribing Services= (1)
5. Support Person = (9)

2) ADA Accommodations for Out-of-Courtroom Contacts:

The Courts also track out-of-courtroom encounters in every division that has contact with the public. The District’s ADA Title II Coordinator maintains a log of contacts with court users needing ADA Title II accommodations outside of the courtroom.

During the most recent calendar year (January 1, 2023 through December 31, 2023), out-of-courtroom requests for an ADA accommodation were as follows:

Month	Number of Accommodation Requests
July 2022	0
August 2022	0
September 2022	0
October 2022	0
November 2022	0
December 2022	0
January 2023	0
February 2023	0
March 2023	0
April 2023	0
May 2023	0
June 2023	0

Rachel Gonzales keeps a spreadsheet of all accommodations granted by the Seventh Judicial District ADA Title II Coordinator. The Clerk’s Office keeps track of ADA Title II accommodation requests received in their office. The Statewide ADA Title II Coordinator’s Office is responsible for ensuring data received from the Seventh Judicial District is updated in this plan annually.

IV. ADA COORDINATOR DUTIES

A. Duties of the AOC Office of the Statewide ADA Title II Coordinator

The Office of the Statewide ADA Title II Coordinator within the Administrative Office of the Courts provides resources, guidance and training to all judiciary employees. It also oversees the enforcement of the Act in each district and their programs and activities.

Among the duties of the Statewide ADA Title II Coordinator are to:

- Plan and coordinate compliance efforts.
- Develop and distribute notice about ADA Title II compliance.
- Respond to general inquiries from the public.
- Coordinate requests for auxiliary aids and services and reasonable modifications of policies, practices and procedures.
- Train staff, boards and commissions on ADA Title II requirements.
- Interact and consult with staff, boards and commissions on the ADA Title II.
- Develop a grievance procedure.
- Investigate complaints.
- Conduct a self-evaluation.
- Develop a transition plan.
- Ensure districts are complying with all ADA Title II mandates.

Statewide ADA Title II Coordinator:

Peggy Cadwell

ADA@nmcourts.gov

(505) 414-5313

B. Duties of the Local ADA Title II Coordinator

Among the duties of the local ADA Title II Coordinator are to:

- Manage all ADA Title II requests from the public. Receive requests for accommodations, communicate with the person making the request to clarify the nature of the accommodation needed, and facilitate implementation. Engage in the Interactive Process as needed and follow up on effectiveness of the accommodations. Collaborate with court staff and judicial officers to participate in the interactive process and assist with facilitating reasonable accommodations.
- Provide information about and arrange for the use of appropriate auxiliary aids and devices.
- Ensure ADA Title II-related signage and other information is in place and accurate.
- Suggest or assist in making modifications to court operations and practices to ensure that court programs and services are fully accessible.
- Ensure their courts are complying with all ADA Title II mandates.
- Conduct investigations of all grievances, complaints, and provide all requested information to the Statewide ADA Title II Coordinator's Office.
- Cooperate with the Statewide ADA Title II Coordinator's Office by providing all requested information during an investigation.
- Maintain a record of filed grievances and results and share them with the Statewide ADA Title II Coordinator's Office.
- Maintain contact with staff and judges to ensure that services provided are effective.

- Conduct and participate in all activities related to the self-evaluation process and provide the results to the Office of the Statewide ADA Title II Coordinator.
- Maintain a record of all accommodations granted and denials.
- Maintain a record of grievances filed and results.

Court personnel who become aware of a need for an accommodation may consult with the ADA Title II Coordinator for their district for assistance. In turn, the local ADA Title II Coordinator may request additional assistance from the Statewide ADA Title II Coordinator.

Seventh Judicial District ADA Title II Coordinator:

Rachel Gonzales, Court Manager 2

socdrlg@nmcourts.gov

(575) 835-0050

Should Rachel Gonzales be unavailable, employees and the public may contact:

Jason Jones, Court Executive Officer

socdjej@nmcourts.gov

(575) 835-0050

V. PROVISION OF ASL INTERPRETERS AND OTHER ACCOMMODATIONS

The provision of spoken language and signed language interpreters, and other communication access accommodations, in court proceedings is based in New Mexico State Statute and the Constitution. The Constitution references the right to an interpreter in multiple sections, including Article II, Section 14 and Article VII, Section 3.

Title II of the ADA requires courts to provide qualified sign language interpreters or other accommodations to ensure effective communication with deaf and hard-of-hearing individuals. Among other accommodations provided to ensure effective communication are: TTY, CART, or other appropriate auxiliary aids or services free of charge.

Interpreters will be provided at no cost to deaf or hard-of-hearing litigants, witnesses, jurors and observers (when an observer has submitted a request to the court prior to the proceeding) in any type of proceeding in the New Mexico courts.

VI. TRANSLATED RESOURCES

The ADA Accommodation Request Form, ADA Complaint Form, ADA Grievance Procedure and ADA Notice of Rights are available in Spanish. Additionally, the ADA Accommodation Request Form and ADA Complaint Form are provided in a fillable PDF format in Spanish. Informational brochures in printed and electronic formats and public service announcements regarding scribing services have been translated into Spanish/Navajo. These resources can be found on the Judiciary's ADA webpage at: <https://www.nmcourts.gov/americans-with-disabilities-ada>

VII. RESOURCES IN ALTERNATIVE FORMATS

The New Mexico AOC provides an open-captioned orientation video for Deaf and hard-of-hearing jurors:

https://jury.nmcourts.gov/wp-content/uploads/sites/38/2020/12/JuryOrientation_capt_eng.webm

Additional resources in alternative formats available from the Statewide ADA Title II Coordinator's Office include providing court forms and requested court information in Braille or large print, and fillable PDF forms.

The ADA Notice of Rights is available in ASL: a video is posted on the Statewide ADA Title II Coordinator's webpage.

Additionally, several videos and webinars regarding general information for court users, jurors, self-represented litigants, witnesses, scribing, Judicial employee training, and other informational videos are available in ASL on the NM AOC Language Access YouTube page:

<https://www.youtube.com/@nmaoclanguageaccessservice8616/videos>

and on the NM AOC Language Access webpage:

<https://languageaccess.nmcourts.gov/district-court-videos/>

VIII. RESOURCES FOR JURORS

The AOC Jury Division provides captioning on its orientation video as an accommodation for Deaf and hard of hearing jurors:

<https://www.youtube.com/watch?v=enNQ0PSDWd0>

ADA resources available for jurors in the Seventh Judicial District include ASL Interpreters, CART services, and Assistive Listening Devices (ALD).

IX. OUT-OF-COURTROOM CONTACTS

In the Seventh Judicial District and Magistrate courts, the most frequent point of contact with the public is at the clerk's window. Contacts with security personnel are infrequent, as Socorro County District Court is the only court in the district with a bailiff (who is a court employee). Staff is aware of rules regarding service animals. The questions that are permissible to ask regarding service animals are:

- 1) Is the animal required because of a disability?
- 2) What task has the animal been trained to perform?

Service animal signage has been provided to the Seventh Judicial District and Magistrate Courts for posting at the public points of entry, indicating service animals are allowed. Additionally, the Statewide Title II Coordinator's Office has provided ADA Title II Bench Cards to be distributed to staff containing basic information about accommodation requests, regulations around service animals, and ADA Title II Coordinator contact details. More detailed specifications regarding service animals, including FAQ cards, will be provided to the Seventh Judicial District in early 2024. Additionally, ADA signage and stickers advising court patrons to ask court staff if they need assistance will also be provided to the District in early 2024.

In July 2023, the NM AOC added Video Remote Interpreting (VRI) through Certified Languages International (CLI), for interactions with court users requesting ASL interpretation outside of the courtroom. Information cards with detailed instructions for accessing the VRI service will be provided to the Fourth Judicial District in early 2024.

X. ASSISTIVE LISTENING DEVICES

The Seventh Judicial District currently has ALDs available for use in the District Court and Magistrate Courts.

In addition to the ALD equipment at the Seventh Judicial District, a PocketTalker device is available for loan from the Office of the Statewide Title II Coordinator's Office as needed.

XI. SCRIBING SERVICES

In 2018 the NM AOC, in collaboration with the National Center for State Courts and the State Justice Institute, launched a scribing pilot program in the Ninth and Second Judicial Districts. The scribing program assists court users who have signed a Statement of Need testifying that they need scribing help due to illiteracy, Limited English Proficiency or a disability. Court staff may read forms aloud and fill in the blanks on the self-represented litigant or potential juror's behalf, using the exact words spoken by the self-represented litigant or potential juror.

During the pilot phase, a Facilitation Guide, training videos, flyers, and brochures were developed to train all court staff and volunteers on the scribing process. Public outreach materials such as brochures, flyers, and public service announcements (PSAs) were produced in English, Spanish and Navajo.

The success of the pilot program resulted in New Mexico Supreme Court Order No. 22-8500-036 dated November 9, 2022, implementing the scribing program throughout the Judiciary.

Scrubing training modules for judiciary employees, PSAs in English, Spanish, and Navajo, and scrubing explainer videos in English, Spanish and Navajo are available at the following link:

<https://www.youtube.com/@nmaoclanguagesservice8616/videos>

Scrubing Statement of Need and Scrubing Intake Forms have also been provided to all District ADA Coordinators and CEOs by the Statewide ADA Title II Coordinator's Office.

Additional training assistance with scrubing is available to the Seventh Judicial District on request by contacting the Office of the Statewide ADA Title II Coordinator.

XII. LIVE CHAT DEVICES

In an effort to lead the way in augmenting accessibility for Deaf and hard-of-hearing court users, AOC has begun piloting the use of live chat UbiDuo devices. This technology enables live chat to take place between the court customer and staff, with each party typing into their respective station. Walk-in Deaf and hard-of-hearing court users who have not submitted advance notice of interpreter need can now converse immediately at the counter, eliminating the need to pass paper notes back and forth or to wait

for an interpreter. Live chat devices have also been helpful in the provision of services to individuals with speech difficulties.

The Statewide ADA Title II Coordinator's Office will provide the Seventh Judicial District with an UbiDuo device to use within the district in early 2024.

The Court will provide the following link to staff for training in how to use the devices:

https://www.youtube.com/watch?v=3OxaGxgKP_o

XIII. JUDICIAL AND STAFF TRAINING

The Statewide ADA Title II Coordinator's Office offers regular training in partnership with the Southwest ADA Center, New Mexico Governor's Commission on Disability, Professor Bruce Adelson, Esq. and other disability organizations. The Statewide ADA Title II Coordinator notifies all judiciary employees of upcoming trainings via email. Training is offered to all judiciary employees free of charge and is recorded and broadcast on the Language Access YouTube channel at:

<https://www.youtube.com/channel/UCAyCQWhtNiJFAGPrXnB-wQQ>

The Statewide ADA Title II Coordinator's Office also holds regular in-person and virtual trainings and meetings with Judges, District ADA Coordinators and Judiciary staff, and offers the opportunity for District ADA Coordinators to enroll in the ADA Coordinator Training Certification Program (ACTCP) and attend the annual ADA National Symposium. The Statewide ADA Title II Coordinator's Office offers the opportunity for District ADA Coordinators to enroll in the ADA Coordinator Training Certification Program (ACTCP) and attend the annual ADA Virtual National Symposium. In May 2023, Seventh Judicial District ADA Title II Coordinator Rachel Gonzales attended the ADA Virtual National Symposium in June 2023, and earned ACTCP certification in September, 2023. It is the intention of the ADA/language access planning team to hold court-wide, hybrid ADA/language access training annually.

Effective 2023, AOC Human Resources Department's new employee orientation training includes ADA Title I and ADA Title II compliance information, and the Statewide ADA Title II Coordinator's contact information.

Additional training assistance is available to the Seventh Judicial District on request by contacting the Statewide ADA Title II Coordinator's Office.

XIV. EMERGENCY PLAN AND EVACUATION

Under Title II of the ADA, public entities must ensure that emergency and evacuation plans for their facilities, activities and programs include emergency preparedness plans for people with disabilities.

XV. PUBLIC NOTICE

All public entities must provide information to the public, program participants, program beneficiaries, applicants and employees about the ADA and how it applies to the public entity.

A new Americans with Disabilities Act page was created and added to the New Mexico Courts website

in October 2021. The page includes the Notice of Rights (in English, Spanish and ASL); the Request for Accommodations, Grievance Procedure and Complaint forms (in English and Spanish), and contact information for the Statewide ADA Title II Coordinator.

<https://www.nmcourts.gov/americans-with-disabilities-ada>.

<https://www.nmcourts.gov/estadounidenses-con-discapacidades>.

The Seventh Judicial District Court has created its own Americans with Disabilities Act page, in English at <https://seventhdistrictcourt.nmcourts.gov/ada/>. Included are the Notice of Rights; Request for Accommodations; Grievance Procedure; Complaint form. as well as contact information for the local ADA Title II Coordinator. The Seventh Judicial District has created an ADA email address, ada.7thdistrictcourt@nmcourts.gov in order to keep track of any incoming email requests from the public.

In 2023, the AOC Title II Statewide Coordinator’s Office began working with the AOC Judicial Information Division (JID) to incorporate detailed language on all Notice of Hearing documents for the District, Magistrate and Metropolitan Courts regarding ADA Title II and contact information for the courts in regards to ADA accommodation requests.

A hard copy of the Seventh Judicial District LAP/ADA Plan (in English and Spanish) shall be kept at the public counter of the District courthouse and in the lobby of the Magistrate courthouses. Copies of the plan will be provided to the public on request, in English, Spanish or alternative formats. In addition, the Seventh Judicial District posts the plan at

<https://seventhdistrictcourt.nmcourts.gov/language-access-plan> and AOC posts the plan at

<https://languageaccess.nmcourts.gov/language-access-plans>.

XVI. GRIEVANCE PROCEDURE

The statewide Grievance Procedure is attached to this plan and also posted on the ADA website in English and Spanish at: <https://www.nmcourts.gov/americans-with-disabilities-ada/forms>.

XVII. APPROVAL AND EVALUATION OF ADA PLAN

A. ADA Plan Approval

The Seventh Judicial District ADA plan is subject to approval by the Chief Judge and Court Executive Officer. Any future revisions to the plan will be submitted to the Chief Judge and Court Executive Officer for approval, and then forwarded to the AOC.

B. Annual Evaluation

Annually, or more frequently if needed, the Court will review the effectiveness of its ADA plan and update it as necessary.

C. Seventh Judicial District ADA Title II Coordinator

Rachel Gonzales, Court Manager 2

socdr1g@nmcourts.gov

(575) 835-0050

D. Statewide ADA Title II Coordinator

Peggy Cadwell
New Mexico Administrative Office of the Courts
111 Lomas Blvd. NW Suite 300 Albuquerque, NM 87102
ADA@nmcourts.gov
(505) 414-5313

**LANGUAGE ACCESS PLAN &
AMERICANS WITH DISABILITIES ACT PLAN
SIGNATURE PAGE**

A. Effective Date:

LAP original effective date: July 3, 2012

ADA plan original effective date: February 24, 2023

Latest revision of LAP and ADA plan: March 15, 2024

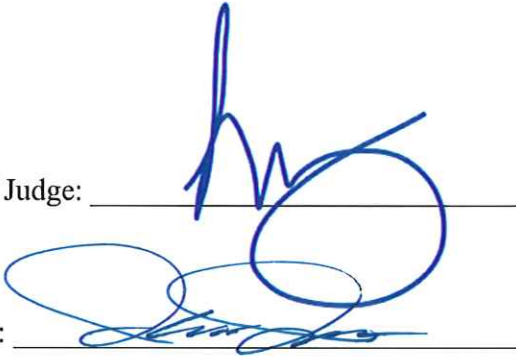
B. Approved By:

Hon. Mercedes Murphy, District Court Chief Judge: _____

Date: 03/07/24

Jason Jones, District Court Executive Officer: _____

Date: 3/7/2024



ATTACHMENTS

LANGUAGE ACCESS PLAN:

- A) Members of the Seventh Judicial District LAP/ADA Planning Team**
- B) Interpreter Statistics 2023**
- C) Out-of-Courtroom Encounters 2023**
- D) Language Access Complaint Procedure and Form**

ADA PLAN:

- 1) Notice of Rights**
- 2) Request for Accommodations**
- 3) Grievance Procedure**
- 4) Complaint Form**

**Seventh Judicial District LAP
Revised 2024
Attachment A**

Seventh Judicial District Language Access Planning Team

Jason Jones, District Court Executive Officer (**LAP Coordinator**)

Rachel Gonzales, Court Manager 2, Language Access Specialist & **ADA Coordinator**, Socorro & Catron County District Court

Stephanie Vega, Administrative Assistant, Socorro & Catron County District Court

Susan Rossignol, Court Manager 2, Torrance County District Court

Mary Mora, Court Manager 2, Sierra County District Court

Melinda Martinez, Court Manager 1, Catron County Magistrate Court

Diona Lucero, Court Manager 2, Sierra County Magistrate Court

Maggie Gibson, Court Manager 2, Torrance County Magistrate Court

Amanda Lujan, Court Manager, Socorro County Magistrate Court

**Seventh Judicial District LAP
Revised 2024
Attachment B**

Courtroom Interpreter Data

Over a one-year period from January 1, 2023 to December 31, 2023, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 1 to Dec 31, 2023
Catron County District	Spanish	1
Sierra County District	Spanish	13
Socorro County District	Spanish	37
	Navajo	6
	American Sign Language	1
Torrance County District	Spanish	26
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	22
Socorro County Magistrate	Spanish	75
	Navajo	20
Torrance County Magistrate	Spanish	11
	Arabic	2
Totals	Spanish	185
	Navajo	26
	Arabic	2
	American Sign Language	1
		214 total assignments in all languages across all courthouses

Over a one-year period from January 1, 2022 to December 31, 2022, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 1 to Dec 31, 2022
Catron County District	N/A	0
Sierra County District	Spanish	5
Socorro County District	Spanish	32
	Navajo	17
Torrance County District	Spanish	43
	Vietnamese	1
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	12
Socorro County Magistrate	Spanish	90
	Navajo	14

	American Sign Language	5
Torrance County Magistrate	Spanish	24
	Hindi	1
Totals	Spanish	206
	Navajo	31
	American Sign Language	5
	Vietnamese	1
	Hindi	1
		244 total assignments in all languages across all courthouses

Over a one-year period from January 1, 2020 to December 31, 2020, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 1 to Dec 31, 2020
Catron County District	N/A	0
Sierra County District	Spanish	4
Socorro County District	Spanish	42
	Navajo	22
Torrance County District	No data available	No data available
Catron County Magistrate	No data available	No data available
Sierra County Magistrate	No data available	No data available
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	Spanish	14
	Chinese Mandarin	3
Totals	Spanish	60
	Navajo	22
	Chinese Mandarin	3
		85 total interpreter assignments in all languages across 4 of 8 courthouses

Over a one-year period from January 1, 2018 to December 31, 2018, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 1 to Dec 31, 2018
Catron County District	N/A	0
Sierra County District	Spanish	5
	American Sign Language	3
Socorro County District	Spanish	23

	Navajo	23
	American Sign Language	10
Torrance County District	Spanish	16
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	30
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	Spanish	9
Totals	Spanish	83
	Navajo	23
	American Sign Language	13
		119 total interpreter assignments in all languages across 7 of 8 courthouses

Over a one-year period from January 1, 2017 to December 31, 2017, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 1 to Dec 31, 2017
Catron County District	N/A	0
Sierra County District	Spanish	8
	American Sign Language	5
Socorro County District	Spanish	23
	Navajo	21
	American Sign Language	4
Torrance County District	Spanish	47
	Japanese	1
Catron County Magistrate	Spanish	1
Sierra County Magistrate	Spanish	22
Socorro County Magistrate	Spanish	43
	Navajo	18
	American Sign Language	4
Torrance County Magistrate	Spanish	15
	Punjabi	2
Totals	Spanish	159

	Navajo	39
	American Sign Language	13
	Punjabi	2
	Japanese	1
		214 total interpreter assignments in all languages across all 8 courthouses

Over a one-year period from January 1, 2016 to December 31, 2016, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 2016 to Dec 2016
Catron County District	N/A	0
Sierra County District	Spanish	12
	American Sign Language	2
Socorro County District	Spanish	35
	Navajo	3
Torrance County District	Spanish	21
	American Sign Language	1
	Japanese	1
Catron County Magistrate	N/A	0
Sierra County Magistrate	No data available	No data available
Socorro County Magistrate	Spanish	46
	Navajo	2
Torrance County Magistrate	Spanish	39
Total for all courthouses combined	Spanish	153
	Navajo	5
	American Sign Language	3
	Japanese	1
		162 total interpreter assignments in all languages across 7 of 8 courthouses

Over a one-year period from January 1, 2015 to December 31, 2015, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 2015 to Dec 2015
Catron County District	N/A	0
Sierra County District	Spanish	11
	American Sign Language	1
Socorro County District	Spanish	21
	Navajo	1
Torrance County District	Spanish	16
	American Sign Language	1
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	10
Socorro County Magistrate	Spanish	52
	Navajo	9
Torrance County Magistrate	Spanish	32
	Polish	1
	American Sign Language	1
Total for all courthouses combined	Spanish	142
	Navajo	10
	American Sign Language	3
	Polish	1
		156 total interpreter assignments in all languages across all 8 courthouses

Over a one-year period from January 1, 2014 to December 31, 2014, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 2014 to Dec 2014
Catron County District	N/A	0
Sierra County District	Spanish	1
Socorro County District	Spanish	6
	Navajo	2

Torrance County District	Spanish	5
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	12
Socorro County Magistrate	Spanish	15
	American Sign Language	1
Torrance County Magistrate	Spanish	30
	Russian	3
	Pulaar	1
Total for all courthouses combined	Spanish	69
	Navajo	2
	American Sign Language	1
	Russian	3
	Pulaar	1
		76 total interpreter assignments in all languages across all 8 courthouses

Over a one-year period from January 1, 2013 to December 31, 2013, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 2013 to Dec 2013
Catron County District	N/A	0
Sierra County District	Spanish	3
Socorro County District	Spanish	2
	Navajo	3
Torrance County District	Spanish	6
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	8
Socorro County Magistrate	Spanish	20
	Navajo	2
	American Sign Language	1
Torrance County Magistrate	Spanish	50
Total for all courthouses	Spanish	89

combined	Navajo	5
	American Sign Language	1
		95 total interpreter assignments in all languages across all 8 courthouses

Over a one-year period from January 1, 2012 to December 31, 2012, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Jan 2012 to Dec 2012
Catron County District	N/A	0
Sierra County District	Spanish	15
Socorro County District	Spanish	12
	Navajo	1
Torrance County District	Spanish	5
Catron County Magistrate	Spanish	2
Sierra County Magistrate	Spanish	14
Socorro County Magistrate	Spanish	19
Torrance County Magistrate	Spanish	30
Total for all courthouses combined	Spanish	97
	Navajo	1
		98 total interpreter assignments in all languages across all 8 courthouses

Over a one-year period from September 1, 2010 to August 31, 2011, the courtroom interpreter assignments in the Seventh Judicial District were as follows:

Courthouse	Language of interpreter assignment	Number of assignments Sep 2010 to Sep 2011
Catron County District	N/A	0
Sierra County District	Spanish	8
Socorro County District	Spanish	11
	Navajo	5
Torrance County District	Spanish	6

Sierra County Magistrate	Spanish	15
	Chinese	1
	American Sign Language	1
Socorro County Magistrate	Spanish	20
	Navajo	5
Total for all courthouses combined	Spanish	60
	Navajo	10
	Chinese	1
	American Sign Language	1
		72 total interpreter assignments in all languages across all 6 courthouses

**Seventh Judicial District LAP
Revised 2024
Attachment C**

Out-of-Courtroom Encounters

Over a period from January 1, 2023 to December 31, 2023, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1 – Dec 31, 2023
Sierra County District	Spanish	111
Socorro County District	Spanish	68
Torrance County District	Spanish	45
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	30
Socorro County Magistrate	Spanish	180
Torrance County Magistrate	Spanish	76
Total	Spanish	510

Over a period from January 1, 2022 to December 31, 2022, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1 – Dec 31, 2022
Catron County District	No data available	No data available
Sierra County District	Spanish	129
Socorro County District	Spanish	66
Torrance County District	No data available	No data available
Catron County Magistrate	No data available	No data available
Sierra County Magistrate	No data available	No data available
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	No data available	No data available
Total	Spanish	195

Over a period from January 1, 2020 to December 31, 2020, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1 – Dec 31, 2020
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Catron County District	No data available	No data available
Sierra County District	Spanish	55
Socorro County District	Spanish	53
Torrance County District	No data available	No data available
Catron County Magistrate	No data available	No data available
Sierra County Magistrate	No data available	No data available
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	Spanish	2
Total	Spanish	110

Over a period from January 1, 2018 to December 31, 2018, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1 – Dec 31, 2018
Catron County District	N/A	0
Sierra County District	Spanish	19
Socorro County District	Spanish	76
Torrance County District	Spanish	8
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	300
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	Spanish	46
Total	Spanish	449

Over a period from January 1, 2017 to December 31, 2017, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1 – Dec 31, 2017
Catron County District	N/A	0
Sierra County District	Spanish	21
Socorro County District	Spanish	50
Torrance County District	Spanish	7
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	5
Socorro County Magistrate	Spanish	147

Torrance County Magistrate	Spanish	35
Total	Spanish	265

Over a period from January 1, 2016 to December 31, 2016, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1, 2016 – Dec 31, 2016
Catron County District	N/A	0
Sierra County District	Spanish	28
Socorro County District	Spanish	95
Torrance County District	Spanish	6
Catron County Magistrate	No data available	No data available
Sierra County Magistrate	No data available	No data available
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	Spanish	53
Total	Spanish	182

Over a period from January 1, 2015 to December 31, 2015, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1, 2015 – Dec 31, 2015
Catron County District	N/A	0
Sierra County District	No data available	No data available
Socorro County District	Spanish	107
Torrance County District	No data available	No data available
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	9
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	No data available	No data available
Total	Spanish	116

Over a period from January 1, 2014 to December 31, 2014, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1, 2014 – Dec 31, 2014
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Catron County District	N/A	0
Sierra County District	N/A	0
Socorro County District	Spanish	104
Torrance County District	N/A	0
Catron County Magistrate	N/A	0
Sierra County Magistrate	Spanish	8
Socorro County Magistrate	No data available	No data available
Torrance County Magistrate	Spanish	38
Total	Spanish	150

Over a period from January 1, 2013 to December 31, 2013, the out-of-courtroom encounters in the Seventh Judicial District were as follows:

Courthouse	Language of out-of-courtroom encounter	Number of encounters Jan 1, 2013 – Dec 31, 2013
Catron County District	N/A	0
Sierra County District	No data available	No data available
Socorro County District	Spanish	June – Dec: 23 (Jan – May data unavailable)
Torrance County District	Spanish	6
Catron County Magistrate	Spanish	5
Sierra County Magistrate	Spanish	23
Socorro County Magistrate	Spanish	160
Torrance County Magistrate	Spanish	129
	Somali	1
	Hindi	1
Total	Spanish	346
	Somali	1
	Hindi	1
		348 total out-of-courtroom encounters in all languages across 7 of 8 courthouses

Seventh Judicial District Court Language Access Complaint Procedure

Should a court client/customer feel that their rights to meaningful language access have not been met by the Court, the following procedure may be followed to register a complaint:

1. The person with the complaint (the complainant) should contact the Seventh Judicial District Language Access Plan (LAP) Coordinator to report the complaint by completing and submitting the attached Complaint Form, or by telephone.

Contact information:

Jason Jones, Court CEO, Seventh Judicial District Court, 200 Church Street, Socorro NM 87801; socdjej@nmcourts.gov; (575) 835-0050 x20.

2. If the complainant does not believe that their concerns have been adequately addressed or resolved with the Seventh Judicial District LAP Coordinator, the complainant should contact the NM Administrative Office of the Courts (AOC) Statewide Program Manager, Language Access Services.

Contact information:

Freda Valdez, Statewide Program Manager, Language Access Services, NM Administrative Office of the Courts, 111 Lomas Blvd. NW, Albuquerque NM 87102; aocfev@nmcourts.gov; (505) 231-9229.

3. The complainant may also, at any time in this process, contact the United States Department of Justice.

Contact information:

Federal Coordination and Compliance Section, Civil Rights Division, United States Department of Justice, 950 Pennsylvania Avenue NW, Washington, D.C. 20530; (202) 514-4609 or (202) 514-0716 (TTY).

Seventh Judicial District Court Language Access Complaint Procedure

Seventh Judicial District Court Language Access Complaint Form

The following information is necessary to assist us in processing your complaint. Should you require assistance in completing this form, please contact us at: Seventh Judicial District Court, 200 Church Street, Socorro, New Mexico 87801, (575) 835-0050, socdjej@nmcourts.gov

Please complete and return this form to:
Jason Jones, Language Access Plan Coordinator
Seventh Judicial District Court
200 Church Street, Socorro, New Mexico 87801
socdjej@nmcourts.gov
Phone: (575) 835-0050 x20
Fax: (575) 838-5217

1. Name of person filing complaint (the complainant):
2. Complainant's Address:
3. Complainant's Contact Information: Home Phone: Work Phone: Mobile Phone: E-mail:
4. If you are filing on behalf of another person, please include your name, address, phone number, and relation to the complainant: Name: Address: Phone: E-mail: Relationship to Complainant:
5. Please describe, in your own words, in what way you believe that your

Seventh Judicial District Court Language Access Complaint Procedure

rights to language access were not met and whom you believe was responsible. Please use the back of this form or additional pages as needed:

6. Please indicate the date/s when the above occurred:

7. Please sign below:

Signature _____

Date Signed _____

Return this form to:

Jason Jones, Language Access Plan Coordinator
Seventh Judicial District Court
200 Church Street, Socorro, New Mexico 87801

socdjej@nmcourts.gov

Phone: (575) 835-0050 x20

Fax: (575) 838-5217