



SUPERIOR COURT
of
SANTA BARBARA

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Limited English Proficiency Plan

A Language Access Project

Superior Court of California

Santa Barbara County

March 2025

Limited English Proficiency (LEP) Plan

The Superior Court of California, County of Santa Barbara provides language access services to LEP court users consistent with the [Strategic Plan for Language Access in the California Courts](#) (California Language Access Plan or LAP). This Limited English Proficiency (LEP) plan addresses language access services and policies that affect LEP court users and language access procedures at our court.

This LEP plan was developed to ensure meaningful access to court services for persons with limited English proficiency. Although court interpreters are provided for persons who are deaf or hard of hearing, 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. Needs Assessment

The Superior Court of California, County of Santa Barbara will make every effort to provide services to all LEP persons. The following list shows the foreign languages that were most frequently used in this court's geographic area in 2024:

1. Spanish
2. Mixteco Alto/Bajo from Oaxaca and Guerrero
3. Nahuatl
4. Mandarin
5. Russian

This information is based on data collected from the Court Interpreter's Data Collection System (CIDCS). This data is collected continuously and reported to the Judicial Council of California.

2. Services Provided in the Courtroom

The Superior Court of California, County of Santa Barbara recognizes the importance of providing interpreters, as it benefits both the public and the court by ensuring effective communication and facilitating fair legal proceedings. Interpreters are provided at no cost for all criminal, traffic, juvenile law cases, mental competency hearings, family law, civil harassment, unlawful detainer, small claims, and other mandated civil matters.

While the court makes every effort to provide free interpreters to all LEP persons for all court hearings, trials, and court-ordered/court-operated events, including civil, there may be times when the court cannot provide an interpreter in every case.

3. Language Services Outside the Courtroom

The Superior Court of California, County of Santa Barbara is also responsible for taking reasonable steps to ensure that LEP individuals have meaningful access to services outside the courtroom.

The two most common points of service outside the courtroom are at the court's public counters and the self-help center. Assistance in Spanish is provided at the public counter by the placement of bilingual staff as is practical. The court also periodically calls on other Spanish-speaking staff from elsewhere in the court to assist at a public counter. Similarly, the court's self-help center recruits and employs Spanish-speaking staff to provide self-represented litigants with assistance in understanding and completing necessary forms.

Translated Forms and Documents:

The California courts understand the importance of translating forms and documents so that LEP individuals have greater access to the courts' services. The Superior Court of Santa Barbara currently uses Judicial Council forms and instructional materials which are translated into commonly used languages. These translated forms are available at the Judicial Council's website at <https://www.courts.ca.gov/allforms.htm>.

Additionally, the court provides multilingual information in the following ways:

- Court's website at <http://www.santabarbara.courts.ca.gov>;
- By providing links to the [California Court's Online Self-Help Center](#) (English) and the [Centro de Ayuda de las Cortes de California](#) (Spanish);
- Court's self-help centers; and
- Some written educational and informational handouts and brochures in Spanish.

With prior notice, interpreters at court hearings may be able to provide sight translations of court documents and correspondence associated with the case.

4. Notification of Language Access Services

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

- Multilingual notices posted at the clerk's office and other relevant points of contact;
- Court's website at <https://www.santabarbara.courts.ca.gov/general-information/interpreters-language-access>;

- Availability of “I Speak” cards at all points of contact with the court.

5. Education of Court Staff and Judicial Officers

The Superior Court of California, County of Santa Barbara is committed to providing LEP training opportunities for all judicial officers and staff members, including education on:

1. Language access laws, policies, and procedures at the state and local level;
2. Working with language access service providers;
3. Working with LEP court users;
4. Tools and technologies for providing language access; and
5. Cultural competence.

In addition to court-wide training, all court staff have access to tools for serving LEP court users, such as the [Language Access Toolkit](#) and “I Speak” cards.

6. Monitoring and Updating Local Language Access Services Policies

The Superior Court of California, County of Santa Barbara regularly monitors its language access services, policies and procedures, and all items included in this LEP Plan to assess whether any changes are needed. This document is updated as appropriate. Updates to the webpage at <https://www.santabarbara.courts.ca.gov/general-information/interpreters-language-access> are similarly performed periodically to provide up-to-date information to all court users.

The Superior Court of California, County of Santa Barbara has developed a language access complaint form and process, available at <https://www.santabarbara.courts.ca.gov/general-information/interpreters-language-access> or by contacting the Language Access Coordinator at the location specified in Section 7, to address the failure to provide language access services, or issues with the provision of services. This includes interpreter services, qualified multilingual assistance at all points of contact with the court, and translations of local court forms or other materials.

All complaints regarding the local provision of, or failure to provide, language access services are handled by the court. All complaints are also reported to the Judicial Council to assist in the ongoing monitoring of the overall implementation and success of

the California Language Access Plan, consistent with Recommendation No. 63 of the California LAP.

7. Language Access Coordinator's Office

Any concerns or requests for information regarding this LEP Plan, its content, implementation, or the language access services provided by the Superior Court of California, County of Santa Barbara, should be directed to:

Language Access Coordinator
Santa Barbara County Superior Court
118 East Figueroa Street
Santa Barbara, CA 93101
ctadmin@sbcourts.org

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