



**SIXTH JUDICIAL
DISTRICT**

LANGUAGE ACCESS PLAN

&

**AMERICANS WITH
DISABILITIES ACT PLAN**

SIXTH JUDICIAL DISTRICT LANGUAGE ACCESS PLAN

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SIXTH JUDICIAL DISTRICT LANGUAGE ACCESS PLAN

I. DEFINITIONS

Definition of “Sixth Judicial District,” “Sixth Judicial Courts” and “the Courts”:
“Sixth Judicial District,” “Sixth Judicial Courts” and “the Courts,” as used throughout this plan, means every District and Magistrate court located in New Mexico's Sixth Judicial District, namely: Luna County District Court and Luna County Magistrate Court (located in Deming); Hidalgo County District Court and Hidalgo County Magistrate Court (located in Lordsburg); Grant County District Court (located in Silver City); and Grant County Magistrate Courts (located in Bayard and Silver City).

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

II. LEGAL BASIS AND PURPOSE

This document serves as the plan for the Sixth Judicial Courts 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 13166.¹ 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 Sixth Judicial Courts.

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 in FY 2024 – 2025 were:

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

¹ Executive Order 13166 was rescinded on March 1, 2025. On April 8, 2025, the New Mexico Supreme Court reaffirmed its commitment to provide language services for people who don't speak English. *See:* <https://nmcourts.gov/wp-content/uploads/2025/04/NM-Supreme-Court-reaffirms-Judiciarys-commitment-to-language-access.pdf>

In Fiscal Year 2025, interpretation was provided in New Mexico’s courts in a total of 87 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. Sixth Judicial District by Language

Demographic Data by County:

The Sixth Judicial District will make every effort to provide services to all LEP persons. For purposes of anticipating need, the following list shows the top five 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 information 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:

Luna County:

1. Spanish	47.92%
2. “Other Indo-European languages”	0.17%
3. French	0.08%
4. German	0.08%
5. Navajo	0.08%

All languages other than English combined 48.61%

Hidalgo County:

1. Spanish	39.11%
2. German	0.44%
3. “Other specified North American Indian languages”	0.31%
4. Italian	0.15%
5. Hebrew	0.13%

All languages other than English combined 40.22%

Grant County:

1. Spanish	31.97%
2. German	0.39%

3. Portuguese	0.27%
4. Chinese	0.21%
5. Navajo	0.21%

All languages other than English combined 33.49%

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 Sixth Judicial District:

- **Luna County:** 17.6% Spanish-speaking LEP persons
- **Grant County:** 5.7% Spanish-speaking LEP persons
- **Hidalgo County:** No data (i.e. fewer than 500 or 5% LEP persons in any one language).

These listings can be accessed via the following web address:
<https://www.mla.org/Resources/Guidelines-and-Data/MLA-Language-Map>.

The LAP team is responsible for updating demographic data as it becomes available and adding it to this plan at each team meeting.

Courthouse Users:

The Sixth Judicial Courts also assesses 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 plan at its annual meetings.

Interpreter usage data for the most recent fiscal year (FY2024 -2025) is appended to this plan as *Attachment B*. Prior year data is also included in *Attachment B*, for comparison purposes.

2) Out-of-courtroom encounters:

In addition to tracking the use of interpreters in the courtroom by language, the Courts track requests for out-of-courtroom services, both in person and over the telephone, by language. The

LAP team is responsible for updating the data in this plan at its annual meetings.

Data on out-of-courtroom encounters for the most recent fiscal year (FY2024- 2025) accompanies this plan as *Attachment C*.

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 Sixth 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 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. In Children's Court matters, this extends to non-English-speaking parents, legal guardians, and foster parents who have a direct role in the case.
- 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. Additionally, all victims are entitled to language access services regardless of whether they are testifying or present solely to observe the proceedings.
- 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. This paragraph refers to circumstances when it is NOT the court's obligation to provide the interpreter.

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 November 22, 2024, *see*: <https://languageaccess.nmcourts.gov/wp-content/uploads/sites/59/2024/12/11-on-the-spot-translation-memo-11-13-2024-1.pdf>.

B. Determining the Need for an Interpreter in the Courtroom

The Sixth Judicial District may determine whether an LEP or deaf/hard-of-hearing court customer needs an interpreter for a court hearing or for jury duty in the following ways:

- Request for interpreter form for attorneys/ Public Defender/ District Attorney. In August 2017, *Angelic Muñoz* sent a reminder to attorneys regarding submitting advance requests.
- Request for interpreter form for pro se clients.
- Request for hearing form.
- Language on domestic violence petition inquiring whether any party needs an interpreter.
- Jury forms.
- 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.
- Recurring interpreter needs are flagged in the court's case management system.

The need for a court interpreter may be identified prior to a court proceeding by the LEP or deaf/hard-of-hearing person or on the person's behalf by the Courts' clerks or Trial Court Administrative Assistants (TCAAs); or by the client/customer's advocate, family member or attorney. Additionally, the judge may determine that it is appropriate to provide an interpreter for a court matter.

The need for an interpreter may be made known outside the courtroom; entering the courthouse, or at the time of the proceeding. The Sixth 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 Sixth Judicial District displays these signs at the following locations: all Sixth Judicial District and Magistrate Court Clerk's Offices; courtroom entrances, and building entrances.

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. In-person interpretation will be provided for evidentiary hearings and plea hearings, if at all possible, upon the request of the judge presiding over the case. Details to assist courts with telephone and video interpreting are posted at: <https://languageaccess.nmcourts.gov/services-programs/for-staff-judges>.

D. Court Interpreter Qualifications and Availability

The Sixth Judicial District schedules spoken and signed language 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, Interpreter Intelligence (II), 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 Sixth 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, daily communications and interactions between court staff and LEP individuals as they request information, file documents, schedule appointments, and so on. In the Sixth Judicial District, the most common points of service outside the courtroom are at the Court's public counters.

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 employees specifically created by the NM Judiciary to ensure the delivery of meaningful language access services in out-of-courtroom settings. LASs are the primary staff members who are equipped and should be called on to handle out-of-courtroom needs.

The Sixth Judicial District has ten Certified LASs, located in the following areas:

Luna County District Court:	Amy Cardenas, Legal Office Specialist Angela Rodriguez, Paralegal Miriam Davila, Judicial Specialist Leadworker Margarita Gómez, Judicial Specialist Supervisor
Grant County District Court:	Alejandra Cruz, Judicial Specialist Supervisor Anna Sandoval, Judicial Specialist Leadworker
Luna County Magistrate Court:	Isabel Gonzalez , Court Manager 2 Priscilla Peña, Judicial Specialist Leadworker Jessica Caro, Judicial Specialist 2
Grant County Magistrate Court: (Bayard)	Elida Garcia, Judicial Specialist Leadworker
Hidalgo County Magistrate Court:	Maria Alvarez, Judicial Specialist Leadworker Dora Laura Ramirez, Judicial Specialist Senior

The Sixth Judicial District’s LAP team has a long-term goal of having a minimum of one LAS in every court in the Sixth Judicial District. The team discusses LAS needs and potential candidates at each annual meeting. The Sixth Judicial District is currently considering the addition of two LAS candidates to support the courts in Silver City and Lordsburg.

To facilitate communication between LEP individuals and court staff, the Sixth Judicial District uses the following resources:

- Language Access Specialists (and other bilingual employees), as detailed above.
- “I Speak” cards in over 60 languages, to identify the individual’s primary language. “I Speak” cards are located in all Sixth Judicial District and Magistrate Court Clerk’s Offices.
- Multilingual signage throughout courthouse locations in English, Spanish, Navajo and Vietnamese, and that also highlights signed language services.
- Telephonic interpreting services, which are available to provide assistance in the clerk’s office. The telephonic interpreting services are provided in over 175 languages, through Certified Languages International (CLI).
- Bilingual family court services mediators for custody and visitation matters.
- A Spanish language voice message for incoming callers in every courthouse.
- 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/services-programs/for-staff-judges>.

The following staff members are responsible for ensuring multilingual signage remains posted in their court:

Luna County Magistrate Court:	Isabel Gonzalez
Hidalgo County Magistrate Court:	Connie S. Newell
Grant County Magistrate Court Division I (Silver City)	Janelle Muñoz
Grant County Magistrate Court Division II (Bayard)	Elida Garcia
Luna County District Court:	Margarita Gomez
Hidalgo County District Court:	Kerri L. Clark
Grant County District Court:	Alejandra Cruz

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/services-programs/for-staff-judges>.

Currently, the following translated resources are available statewide:

- Supreme Court forms in bilingual format, available at <https://languageaccess.nmcourts.gov/forms-files>:
Spanish: Domestic Violence, Domestic Relations, Interpreter request, Adult Guardianship, and Extreme Risk Firearm Protection Order.
 - *Spanish, Vietnamese, Chinese and Arabic*: Landlord Tenant.
- The website of the NM Judiciary at <https://nmcourts.gov>, including the Sixth 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/acerca-de/programa-de-orientacion/?lang=es>.
- A District Court Self Help Guide (Spanish and Navajo) is available on the Language Access Services website.
- Civil Summons in bilingual (English/Spanish) format.
- Eight Spanish pamphlets for Self-Represented Litigants, explaining civil procedures and terminology in the magistrate courts, provided by AOC.
- Magistrate court personal data intake form in bilingual English/Spanish format.
- Bilingual (English/Spanish) handouts from community partners.
- 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.

All of the above translated resources are available to staff and the public either in the courthouses, on the Sixth Judicial District Court website at <https://sixthdistrictcourt.nmcourts.gov>, or at the URLs above.

VII. LANGUAGE ACCESS STAFFING

The Courts are equal opportunity employers and recruit and hire/contract with bilingual staff/contractors to serve their LEP constituents. Bilingual staff/contractors serve the Courts in the following capacities:

- Court interpreters who serve the Court on an on-call basis (coordinated and funded by AOC).
- Bilingual staff who are on call to assist with out-of-courtroom contacts from LEP

individuals.

- Budget permitting, the Courts provide compensation and incentives in the form of a \$1 per hour increase to employees who become LAS-certified.

VIII. JUDICIAL AND STAFF TRAINING

The New Mexico State Courts and the Sixth 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 Sixth 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 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 which is to be signed by each employee and added to his or her personnel file after training has been completed. The Sixth Judicial District completed the process on the following timeline:
 - District Court employees: May & June 2012
 - Silver City Magistrate Court employees: April 2014
 - Deming Magistrate Court employees: July 2014
 - Lordsburg Magistrate Court employees: November 2013 & April 2014
 - Bayard Magistrate Court employees: April 2013 & June 2014.
- Instruction for all employees on the Courts' language access policies and procedures, as described in this plan.
- Scholarships and wage incentives, which may be available on a case-by-case basis, 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 the schedule, *see*: <https://nmcenterforlanguageaccess.org/cms/>
- 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/services-programs/for-staff-judges>.
- Conferences, judicial conclaves, webinars and videos that include sessions dedicated to language access topics, delivered 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: <http://www.nmcenterforlanguageaccess.org/lafund>. 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; Cultural Competency. *Angelic Muñoz* distributed the link to all District Court employees in 2018.

Trainings in the Sixth Judicial District and Magistrate Courts will be held on an as-needed basis. New employees will receive language access orientation, administered by the AOC Human Resources Division, shortly after assuming their responsibilities. Required trainings also include content on diversity, cultural competency, and the use of interpreters.

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 Sixth Judicial Courts' 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 Sixth Judicial Courts, as identified through the current or future language access planning efforts.

X. PUBLIC NOTIFICATION OF LANGUAGE ACCESS PLAN AND SERVICES

The Sixth Judicial Courts understand the importance of communicating to the LEP and deaf/hard-of-hearing public that courthouses are accessible. In addition to using signage; "I Speak" cards; voicemail; online materials and written materials as detailed above, the Courts undertake the outreach measures detailed below.

The Courts possess an extensive database of community stakeholder organizations, whom it surveyed at the time this LAP was first being compiled to solicit community input. *Angelic Muñoz*, Court Executive Officer 2 or her designee, *Susan C. Kirker*, Human Resources Administrator, maintains and updates this database on an ongoing basis.

Upon signature of each annual update of the LAP, the District Court Chief Judge, District Court CEO, Magistrate Court Judges and Magistrate Court Managers send a notice to known local legal and community stakeholders, enclosing a link to the LAP. The notice is intended to advise the LEP and deaf/hard-of-hearing community that the Courts are accessible and to familiarize them with the specific provisions of the Courts' LAP.

XI. COMPLAINT PROCEDURE

The Sixth 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 (*see Attachment D*). The procedure and form are available in English and Spanish and can be translated into additional languages as needed.

XII. APPROVAL AND EVALUATION OF LAP

A. LAP Approval

The Sixth Judicial District LAP is subject to approval by the District Court Chief Judge, District Court CEO, Magistrate Court Judges and Magistrate Court Managers. Any revisions to the plan will be submitted to the above parties for approval, and then forwarded to the AOC.

B. Annual Evaluation of LAP

The Sixth Judicial Courts will routinely assess whether changes to the LAP are needed. The plan may be changed or updated at any time but reviewed not less frequently than annually.

Every year, the Courts' LAP 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.
- Surveys to judges, employees, and community stakeholders and/or revisiting information obtained in earlier surveys, if deemed necessary.
- Review of feedback from team members and court employees.
- 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. Sixth Judicial District LAP Coordinators:

Angelic Muñoz, Court Executive Officer 2, or her designee,
Susan C. Kirker, Human Resources Administrator
Sixth Judicial District Court
P. O. Box 2339
Silver City, NM 88062
(575) 574-4006 or 4007

sildaxm@nmcourts.gov
sildsck@nmcourts.gov

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. Effective Date and Approval

See: Americans with Disabilities Act Plan signature page.

**SIXTH JUDICIAL DISTRICT
AMERICANS WITH DISABILITIES ACT PLAN**

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I. DEFINITIONS

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

“Sixth Judicial District” and “the Courts,” as used throughout this plan, means every District and Magistrate court in New Mexico's Sixth Judicial District, namely: Luna County District Court (located in Deming), Grant County District Court (located in Silver City), Hidalgo County District Court (located in Lordsburg), Grant County Magistrate Courts (located in Bayard and Silver City), Luna County Magistrate Court (located in Deming), and Hidalgo County Magistrate Court (located in Lordsburg).

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 the person 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, 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/dhds/about/?CDC_AAref_Val=https://www.cdc.gov/ncbddd/disabilityandhealth/dhds/index.html.

DHDS is an online source of state level data on adults with disabilities. In the state of New Mexico 499,492 adults have a disability. This is equal to nearly 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 2022 as follows:

- Cognitive Disability 15.4%
- Mobility Disability 12.8%
- Independent Living Disability 7.5%
- Hearing Disability 6.6%
- Vision Disability 5.8%
- Self-Care Disability 3.7%

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. Sixth Judicial District Data

The Sixth 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 and outside of the courtroom.
- 2) Tracking Scribing requests from self-represented litigants and jurors who need assistance with filling out court forms and juror questionnaires.

1) ADA Accommodations in and out of the Courtroom:

The Courts track ADA accommodation requests inside and outside of the courtroom. These accommodation requests are tracked in Odyssey (the statewide case management system), Interpreter Intelligence (the statewide interpreter scheduling system), the Clearview Jury Portal (the statewide jury management system), and the Sixth Judicial District's ADA Accommodations Request Google Form.

The District's ADA Title II Coordinator, Judicial Specialist supervisor, or judicial specialist enters requests for ADA Accommodations into the Google Form, and the entries are instantly emailed to the Statewide ADA Title II Coordinator's office. The Statewide ADA Title II Coordinator's Office is responsible for ensuring data received from the Sixth Judicial District is updated in this plan annually.

During the most recent fiscal year (July 1, 2024, through June 30, 2025) (FY25), the following ADA accommodations were provided in the courtroom:

1. American Sign Language (ASL) = (2)
2. ADA Accommodations Requests Received from Jurors via Clearview Jury Portal Upon Receipt of Jury Summons= (125)
3. ADA Accommodations Requested/Provided to Jurors During Jury Selection/Service Upon Arrival to Courthouse= (16)
4. ADA Accommodations for other parties (Defendants, Plaintiffs, Attorneys, etc.) = (2)

In FY25, the ADA Title II Coordinator for the Sixth Judicial District managed two (2) different ADA Accommodation Requests. Upon receiving each request, the ADA Title II Coordinator, through extensive research, communication with court staff and the Statewide ADA Title II Coordinator, and by engaging in the interactive process with each requestor, was able to provide the accommodation requested, offer alternative options, or referred the requestor to a secondary resource.

Among the ADA accommodation requests received from jurors and other parties provided by the Sixth Judicial District include: Assistive Listening Devices, accessible parking, frequent restroom and mobility breaks, access to prescription medicine, accommodations due to anxiety, depression, autism or neuro-divergency, various medical diagnoses, and supportive/ergonomic seating while in the courtroom.

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 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 the effectiveness of the 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.

Sixth Judicial District Court ADA Coordinator:
 Susan C. Kirker, Human Resources Administrator
ada.6thdistrictcourt@nmcourts.gov
 (575) 574-4007

Should Susan C. Kirker be unavailable, employees and the public can contact:

Angelic Muñoz, Court Executive Officer 2
ada.6thdistrictcourt@nmcourts.gov
 (575) 574-4006

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 language access 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: 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 and Navajo. These resources can be found on the Judiciary's ADA Title II webpage at: <https://nmcourts.gov/ada-accommodations/>

VII. RESOURCES IN ALTERNATIVE FORMATS

The New Mexico AOC provides an open-captioned orientation video for Deaf and hard-of-hearing jurors: <https://www.youtube.com/watch?v=enNQ0PSDWd0>

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 at <https://nmcourts.gov/ada-accommodations/about-ada-accommodations/>.

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/@nmaoclanguagesservice8616/videos>

and on the NM AOC Language Access webpage:

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

VIII. RESOURCES FOR JURORS

The NM 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 and accommodations available for jurors include juror questionnaires and documents in alternative formats, ASL and Certified Deaf interpreters, Assistive Listening Devices, CART captioning, access to personal cell phones and smartwatches, hand-written or typed communication, use of personal service animal, readers and notetakers, court documents delivered electronically, documents in Braille, physical access to move throughout the courthouse and courtroom, access to personal medical devices and medication, elevator access, access to food and water, accessible parking, frequent restroom and mobility breaks, accommodations due to anxiety, depression, cognitive and learning disabilities, autism, attention-deficit/hyperactivity disorder (ADHD), cognitive brain injury (TBI), post-traumatic stress disorder (PTSD), various medical diagnoses, and supportive/ergonomic seating while in the courtroom.

IX. OUT-OF-COURTROOM CONTACTS

Sixth Judicial District and Magistrate Court staff report that the first and most common point of contact for members of the public is with court security. The security team is familiar with the questions that are permissible to ask regarding service animals:

- 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 Sixth Judicial District and Magistrate Courts for posting at the public points of entry, indicating service animals are allowed. Additionally, the Statewide ADA Title II Coordinator's Office has provided ADA Title II Bench Cards to be distributed to staff and the Sheriff's Department 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, were provided to the Sixth Judicial District in September 2023. Additionally, ADA signage and stickers advising court patrons to ask court staff if they need assistance were also provided to the District in August 2024.

In July 2023, the NM AOC added ASL on-demand services 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 ASL on-demand service were provided to the Sixth Judicial District in August 2024. In July 2025, updated CLI instruction cards were provided to each District, including a new secure password requirement to access the ASL on-demand service.

X. ASSISTIVE LISTENING DEVICES

The Sixth Judicial District currently has ALDs available for use in each courthouse throughout the district: Silver City District Court fourteen (14), Lordsburg District Court ten (10), Deming District Court ten (10), Silver City Magistrate Court six (6), Bayard Magistrate Court three (3), Deming Magistrate Court one full case (1), and Lordsburg Magistrate Court one full case (1).

In addition to the ALD equipment at the Sixth 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. During the pilot phase, the scribing program assisted court users who signed a Statement of Need testifying that they need scribing help due to illiteracy, Limited English Proficiency or a disability. Court staff read court forms or juror questionnaires aloud, and filled in the blanks on their behalf, using the exact words spoken by the self-represented litigant or 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.

After successful implementation of the pilot program, NM Supreme Court Order No. 22-8500-036 dated November 9, 2022, implementing the scribing program throughout the Judiciary, providing these services due to disability, limited English proficiency, low literacy, or limited computer or internet access. The Scribing program was further expanded on February 27, 2024 in NM Supreme Court Order No. S-1-AO-2024-00009 by providing scribing services to any self-represented litigant requesting the services.

The Sixth Judicial District has advertised scribing services in their Courts by posting the public outreach materials provided by the Statewide ADA Title II Coordinator's Office in their customer service areas and by informing staff who to contact in the court should a court user or juror request the scribing services.

To keep track of scribing numbers for self-represented litigants and jurors in each District, the Statewide ADA Title II Coordinator's Office created a Scribing Request Intake Google Form for each District in 2023. Once a scribing session is completed, court staff, the District's ADA Title II Coordinator, Court Managers, Judicial Specialist Supervisors, Paralegals, and Judicial Specialists enter demographic information from the scribing session onto the Form, and the results are instantly emailed to the Statewide ADA Title II Coordinator's Office. The Statewide ADA Title II Coordinator's Office is responsible for ensuring data received from the Sixth Judicial District is updated in this plan annually.

During the most recent fiscal year (July 1, 2024 through June 30, 2025) (FY25), scribing requests for self-represented litigants and jurors were as follows:

Scribing Request for Self-Represented Litigants and Jurors = (19)

In FY25, the Sixth Judicial District conducted nineteen (19) scribing sessions for the following case types: divorce, guardianship of a minor, answer to a complaint, civil complaint, civil lawsuit, criminal, juror questionnaire, name change, and traffic/parking.

In 2023, Scribing Statement of Need forms were provided to District ADA Title II Coordinators, Court Managers, Project/Program Managers, Self-Help Office staff, Jury staff, and CEOs by the Statewide ADA Title II Coordinator's Office. The form serves as an affirmation that the court user does not have an attorney, understands court staff will not provide legal advice, and confirms that what was scribed is accurate. After the scribing session, the form is docketed in the Odyssey case management system using docketing code 1649 or scanned into the Clearview Juror Portal. The Statewide ADA Title II Coordinator's Office notifies court staff accordingly of changes and updates to the form. In September 2025, the Statement of Need form was renamed Request for Scribing Services to reflect the expansion of scribing services for any self-represented litigant or juror.

Scribing PSAs in English, Spanish, and Navajo, and scribing explainer videos in English, Spanish and Navajo are available at the following link:

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

Scribing training modules, quizzes and certificates of completion for Judiciary staff are available on the Court Education Institute's Learning Management System:
<https://nmcourts.geniussis.com/>.

In August 2025, the scribing training modules were updated to reflect the expansion of scribing services for all self-represented litigants and jurors.

During FY25, the Statewide ADA Title II Coordinator's Office held monthly check-ins with each judicial district to discuss the progress of scribing services provided in courts, answer questions, discuss training ideas, share statistics, and acquire staff feedback. Court Managers, Judicial Specialist Supervisors, Judicial Specialists, and the District ADA Title II Coordinator regularly attended the check-in meetings.

Additional training assistance with scribing is available to the Sixth 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.

As of the latest revision of this plan, the Statewide ADA Title II Coordinator's Office has provided the Sixth Judicial District with one (1) UbiDuo device for use in their District, located in the Silver City District Court.

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 training via email. Training is offered to judiciary employees free of charge and is recorded and broadcast on the Language Access YouTube channel at: <https://www.youtube.com/@nmaoLANGUAGEACCESSSERVICE8616/videos>.

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 when funding permits, offers the opportunity for District ADA Title II Coordinators to enroll in the ADA Coordinator Training Certification Program (ACTCP) and attend the annual ADA National Symposium. The New Mexico Governor's Commission on Disability also offers scholarships to

enroll in the ACTCP program for ADA Title II Coordinators in New Mexico. In June 2023, the Sixth Judicial District's ADA Title II Coordinator, Susan C. Kirker attended the Virtual ADA National Symposium, and in July 2023 passed the ACTCP examination and is currently a certified ADA Coordinator. It is the intention of the ADA/ language access planning team to hold court-wide, hybrid ADA/language access training annually.

The Statewide ADA Title II Coordinator's Office holds monthly District ADA Title II Coordinator Meetings to discuss ADA topics, trends, upcoming trainings, and important updates from the AOC. The Sixth Judicial District ADA Title II Coordinator Susan C. Kirker is in regular attendance at these meetings.

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.

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. ADA SELF-EVALUATION AND TRANSITION PLAN

The ADA requires all public entities with over 50 employees must complete an ADA Self-Evaluation and Transition Plan, to find barriers that may prevent individuals with disabilities from participating in court activities, programs, or services, or prevent them from entering or moving throughout the building. In 2024, the Statewide ADA Title II Coordinator's Office, through a Request for Proposal (RFP) process selected a vendor to perform a Self-Evaluation and Transition Plan of 80 courthouse facilities in the New Mexico Judiciary. The Statewide Title II ADA Coordinators Office will work with the Sixth Judicial District on the Self-Evaluation and Transition plan for their district in this Fiscal Year.

In FY25, the Sixth Judicial District began the ADA Self-Evaluation and Transition Plan process. During their kick-off meeting, key staff from the Sixth Judicial District met with Statewide ADA Title II Coordinator Peggy Cadwell and the selected vendor, Altura Solutions to develop a timeline of each phase of their Plan. A public participation component was also developed, including public surveys, a project website, and public engagement meetings and reports to incorporate input from the public and disability communities.

In FY25, during the first phase of their Plan, Altura Solutions conducted a physical evaluation of each courthouse in the Sixth Judicial District. During this evaluation, each courthouse facility was surveyed to determine if any architectural or rights-of-way barriers may exist within each facility. Additionally, the court programs, services, and activities within the District were evaluated, and an assessment was conducted on the New Mexico Judiciary website to locate accessibility barriers.

In FY26, the Statewide ADA Title II Coordinator's Office will continue working with Altura

Solutions, and the Sixth Judicial District to create a transition plan outlining barriers to accessibility, the methods required to remove each barrier, and a prioritization schedule for barrier removal. Additionally, the vendor will provide supplemental training sessions and answer follow-up questions for each District as they arise.

XVI. 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. In August 2025, these forms were remediated to conform to ADA Section 508 WCAG 2.2 AA digital accessibility standards and disseminated to each District for posting on their district webpages. <https://nmcourts.gov/ada-accommodations/forms/>
<https://nmcourts.gov/ley-para-estadounidenses-con-discapacidades-ada-y-adaptaciones/formularios-y-solicitud-de-adaptaciones-en-virtud-del-titulo-ii-de-la-ada/?lang=es>. If these forms are needed in an alternative format, they can be requested by contacting the Statewide ADA Title II Coordinator's Office at ADA@nmcourts.gov.

The Sixth Judicial District displays ADA information prominently on its English and Spanish homepages at <https://sixthdistrict.nmcourts.gov/ada-accommodations/> and <https://sixthdistrictcourt.nmcourts.gov/inicio>. Included are the Notice of Rights; Request for Accommodations; Grievance Procedure and Complaint forms, as well as contact information for the District ADA Title II Coordinator.

A hard copy of the Sixth Judicial District LAP/ADA Plan (in English and Spanish) shall be kept in an area accessible to the public at every courthouse. Copies of the plan will be provided to the public on request, in English, Spanish or alternative formats. In addition, the Sixth Judicial District posts the plan at <https://sixthdistrict.nmcourts.gov/ada-accommodations/> and AOC posts the plan on the Statewide ADA Title II webpage at <https://nmcourts.gov/ada-accommodations/publications-and-resources/>.

The District has created an ADA email address, ada.6thdistrictcourt@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 regard to ADA accommodation requests.

XVII. DIGITAL CONTENT AND ACCESSIBILITY

Under the United States Department of Justice's (DOJ) final rule updating the ADA Title II

regulations, public entities falling under ADA Title II must ensure their web content and mobile apps are accessible to people with disabilities. Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA is the technical standard and must be adhered to by state and local governments for their web content and mobile apps. The full Rule can be found at: <https://www.ada.gov/assets/pdfs/web-rule.pdf>

To prepare for the upcoming rule, the AOC Statewide ADA Title II Coordinator's Office has updated and remediated the ADA forms on their webpage, ensuring they are accessible to people with disabilities. The updated forms will be disseminated to each Judicial District for use on their public webpages.

XVIII. GRIEVANCE PROCEDURE

The statewide Grievance Procedure is attached to this plan and also posted on the Statewide ADA Title II Coordinator's website in English and Spanish at: <https://nmcourts.gov/ada-accommodations/forms/>.

XIX. APPROVAL AND EVALUATION OF ADA PLAN

A. ADA Plan Approval

The Sixth 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. Sixth Judicial District Court ADA Title II Coordinator

Susan C. Kirker, Human Resources Administrator
Sixth Judicial District Court
P. O. Box 2339
Silver City, NM 88062
ada.6thdistrictcourt@nmcourts.gov
(575) 574-4007

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 1, 2012

ADA plan original effective date: September 15, 2022

Latest revision of LAP and ADA plan: December 3, 2025

B. Approved By:

Chief Judge,
Sixth Judicial District:



JAROD K. HOFACKET

Date: 12/8/2025

Court Executive Officer,
Sixth Judicial District:



ANGELIC MUÑOZ

Date: 12/8/2025

ATTACHMENTS

LANGUAGE ACCESS PLAN:

- A. Members of the Sixth Judicial District LAP/ADA Planning Team**
- B. Interpreter Statistics Fiscal Year 2025**
- C. Out-of-Courtroom Data Fiscal Year 2025**
- D. Language Access Complaint Procedure and Form**

ADA PLAN:

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