

**Oregon Secretary of State  
Translation Advisory Council Meeting**

**Meeting Date/Time:** February 21, 2024, 6:00 PM-8:00 PM via Teams

**Facilitator:** Tamara Burkovskaia, Council Chair

<b>Attendees</b>	
<b>Council Members</b>	
<b>Name</b>	<b>Council Position</b>
Eman Abbas	Arabic Translator
Lowell Alik	Marshallese Translator
Sahar Bassyouni	Arabic Translator
Magda Bejarano	At-Large
Rhania Bensafia	French Translator
Tamara Burkovskaia	Russian Translator
Loie Feuerle	German Translator
Catalina Frank	Spanish Translator
Anastasia Godsey	Russian Translator
Tetyana Horner	Ukrainian Translator
David Jones	Tagalog Translator
Haruka Kawakami	Japanese Translator
Sy Kim	Korean Translator
Jing Liu	Chinese Translator
Renee Liu	At-Large
Trinh Nguyen	Vietnamese Translator
Maria Peña	Spanish Translator
Fleur Prade	At-Large
Sutapa Svetamani	Thai Translator
Tatiana Terdal	Ukrainian Translator
Mira Wymer	Korean Translator
<b>Absent</b>	
Angelo Arredondo Baca	At-Large
Laurie Barajas	At-Large
Rosaline Hui	Chinese Translator
Thao Tu	Vietnamese Translator

<b>Invited Guests</b>	
Secretary LaVonne Griffin-Valade	Oregon Secretary of State
Deputy Secretary Cheryl Myers	Oregon Deputy Secretary of State
Chantal Portillo	Oregon Court Interpreter

<b>Secretary of State Staff</b>	
Kelly Mills	Translation Policy Program Manager, Elections
Marsa Terrell	Administrative Specialist, Elections

Four members of the public joined the meeting via Teams.

<b>Agenda Topics, Highlights, &amp; Outcomes</b>	
<b>Topic</b>	<b>Welcome, Tamara Burkovskaia, Chair</b>
Welcome & Housekeeping	Tamara Burkovskaia called the meeting to order at 6:03 pm. She welcomed Council members and invited guests. She reviewed housekeeping items and the agenda for the evening.
<b>Topic</b>	<b>Presentation of the John Lewis Youth Leadership Award</b>
John Lewis Youth Leadership Award Presentation, Secretary LaVonne Griffin Valade	Tamara welcomed and introduced Secretary LaVonne Griffin-Valade. Secretary Griffin-Valade shared remarks on the John Lewis Youth Leadership Award and congratulated the awardees Angelo Arredondo-Baca and Renee Lui.  Tamara thanked the Secretary and congratulated Angelo and Renee.
<b>Topic</b>	<b>TAC Membership Updates</b>
Membership Changes	Tamara reminded Council members that twelve members' terms expire in 2024, and that nine members have chosen to renew their terms. She acknowledged that Angelo Arredondo-Baca, Anastasia Godsey, and Haruka Kawakami would not be renewing their terms and extended thanks for their time and service on the Council.  Tamara announced there were two new Council members who are filling positions vacated due to resignations. She welcomed Sahar Bassyouni, an Arabic translator member, and Tetyana Horner, a Ukrainian translator member, to the Council and shared some brief background information for both members.

Topic	Approval of Meeting Minutes, Tamara Burkovskaia, Chair
Approval of <a href="#">November 1, 2023</a> , Meeting Minutes	<p>Tamara introduced the minutes from the November 1, 2023, TAC meeting. Hearing no request for changes, a motion was made by Anastasia Godsey to approve the minutes from the <a href="#">November 1, 2023</a> meeting. Catalina Frank seconded the motion. A quorum of members voted ‘yes’ or ‘no’ in the TEAMS Chat or verbally by phone. The motion passed:</p> <ul style="list-style-type: none"> <li>• Eman Abbas, approved</li> <li>• Lowell Alik, approved</li> <li>• Sahar Bassyouni, approved</li> <li>• Magda Bejarano, approved</li> <li>• Tamara Burkovskaia, approved</li> <li>• Loie Feurele, approved</li> <li>• Catalina Frank, approved</li> <li>• Anastasia Godsey, approved</li> <li>• Tetyana Horner, approved</li> <li>• David Jones, approved</li> <li>• Haruka Kawakami, approved</li> <li>• Jing Liu, approved</li> <li>• Renee Liu, approved</li> <li>• Maria Peña, approved</li> <li>• Fleur Prade, approved</li> <li>• Sutapa Svetamani, approved</li> <li>• Tatiana Terdal, approved</li> <li>• Mira Wymer, approved</li> </ul> <p>There were no votes in opposition.</p>
<b>Outcome</b>	<b>Minutes from the November 1, 2023, meeting were approved.</b>
Topic	Translation Reviews Conversation
Translation Reviews Conversation with Guest Speaker Chantal Portillo	<p>Tamara welcomed Chantal Portillo and shared a little of her background. She turned the meeting over to Chantal and Kelly Mills to present on translations reviews.</p> <p>Chantal and Kelly focused mostly on receiving and giving feedback on translations. They discussed themes around a translator and reviewer’s roles, providing constructive feedback, time management, working to make translations relevant for target communities in Oregon, and language</p>

	authorities. Council members were invited to respond to the conversation through polls, chat, and questions.
<b>Topic</b>	<b>Adjournment</b>
Adjournment	<p>Kelly highlighted the upcoming translation review dates for the Primary election, noting that reminders will also be coming by email.</p> <p>Tamara thanked Chantal and Kelly for their presentation. She announced that the next Council meeting is anticipated to be in person sometime in the summer. A group poll will be sent out later to solicit members' availability.</p> <p>Tamara thanked everyone for their participation and adjourned the meeting at 8:00 pm.</p>

Next Council meeting is anticipated to be in person in July 2024.

Meeting Handouts

Agenda

November 1, 2023 Draft Minutes

Chantal Portillo biography