

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

Washington Young Lawyers Committee Meeting I Virtual

Saturday, January 14, 2023 | 10:00 a.m. - 12:30 p.m.

Via [Zoom](#) | Meeting ID: 814 0328 9642 | Passcode: 296825 | Call-in: 888-788-0099

AGENDA

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| 1. Welcome & Approval of November Meeting Minutes | Zachary Davison, WYLC Chair |
| 2. Introductions | Zachary Davison |
| 3. WSBA Updates | Curtiss Melvin, Member Engagement Specialist |
| 4. Vacant WYLC Position Recruitment | Group Discussion |
| 5. Project Lead Presentation and Recruitment | Group Discussion |
| 6. New Ideas for Next Meeting | Group Discussion |
| 7. Adjournment | Zachary Davison |

2022 - 2023 WYLC Meeting Schedule

November 19, 2022	Meeting: 10:00 am – 12:30pm	Hybrid/WSBA Office
January 14, 2023	Meeting: 10:00 am – 12:30pm	Virtual
March 11, 2023	Meeting: 10:00 am – 12:30pm	Virtual
May 13, 2023	Meeting: 10:00 am – 12:30pm	Virtual
June 24, 2023	Meeting: 10:00 am – 12:30pm	Hybrid/Vancouver, WA
September 9, 2023	Meeting: 10:00 am – 12:30pm	Virtual

REFORECAST Budget Overview & Process

The Budget and Audit Committee of the WSBA Board of Governors is responsible for developing the annual WSBA budget. The WSBA budget is a policy document and management tool that allocates funds to fulfill our regulatory responsibilities to protect the public, and to help members succeed in the practice of law.

About the Budget

- The WSBA's fiscal year is Oct. 1–Sept. 30.
- The Budget and Audit Committee of the Board of Governors oversees the budgeting and financial matters of the WSBA.
- The WSBA's Chief Financial Officer is responsible for the WSBA's financial operations.
- WSBA oversees an annual operating budget over \$20 million dollars.
- The budgeting processes begin as early as January by WSBA staff in preparation for the following fiscal year.
- The WSBA budget uses department codes, cost centers, and line items to identify and organize WSBA programming.

About the WYLC Budget

- WYLC expenses are captured as line items in the Member Services and Engagement cost center. Below are the four line items that correspond to the work of the WYLC.

G/L Account #	Expense Name	FY21 YE	FY22 Budget	Actual FY22 YTD*	Est.FY23 Budget
50095	WYLC CLE Comps	\$0	\$0	\$0	\$1,000
55266	WYLC Outreach Events	\$ 397	\$1,500	\$ 659	\$ 1,500
58525	WYLC Scholarships, Donations, and Grants	\$ 500	\$5,000	\$ 0	\$ 5,000
55270	WYL Committee	\$ 767.08	\$7,500	\$ 39	\$12,000
	Totals	\$ 1,363.59	\$14,000	\$ 698	\$19,500

*As of May 2022.

- Line item 50095 allocates funding for CLE comps for the Public Service and Leadership Award recipients. Over the past few years, recipients have not redeemed their free CLE, however, in

FY22 at least one recipient submitted a request to redeem their CLE and the WYLC plans to continue to offer this award in FY23.

- Line item 55266 allocates funding for outreach events. In FY22, the WYLC planned to host three outreach events for \$500 each (one for virtual networking event with GP Solo during the ABA Midyear, one for a networking event at the July meeting in Tacoma, and one for a joint event with Iowa YLD and Law School Transparency). In FY23, the WYLC plans to continue to host outreach events, while the pandemic continues to impact in-person events and the WYLC may reconsider using these funds in a different way.
- Line item 58525 was historically for the ABA Scholarship Awards. In the past, the WYLC awarded up to five \$500 scholarships for both the ABA Midyear and Annual Meetings. Starting in FY21, the WYLC increased the total amount of scholarships to \$5,000 to encourage more people to volunteer as ABA YLD delegates and/or increase the award amounts for recipients. However, in FY21 and FY22, the ABA meetings were free and virtual. As such, in FY21 the WYLC voted on to use these funds for CLE scholarships for new and young lawyers. In FY22, the WYLC continues to identify other possible ways to disburse scholarship funds, which may include scholarships to attend ABA meetings, CLE scholarships, and other donations/grants in FY23.
- Line item 55270 allocates meeting costs, which currently includes some hybrid and outside of Seattle meetings. Generally, the WYLC hosts two - three outside of Seattle meetings in a year. Overall, this cost went down significantly due to the COVID-19 pandemic and transition to virtual only meetings. Starting in FY20, this also included an allocation of up to \$3,000 for the ABA District Rep/WYLC At-large member to attend the ABA YLD meetings. In FY22, due to the pandemic, the WYLC has been meeting virtually primarily with minimal costs incurred to date. The FY23 number assumes the WYLC may be able to meet in person/hybrid more frequently than in FY23 as well as costs ABA District Rep to travel for ABA YLD meetings.

Timeline

WSBA staff will submit the Member Services and Engagement Cost Center no later than May 23, 2022. Staff's role/goal is to ensure the committee has adequate funds to carry out its work in furtherance of the WSBA mission. The committee must provide clear goals and explanation of what it needs to accomplish these goals.

Any budget change requests to the existing WYLC line items (increase, decrease or shift in how funds will be used) must be made to Julianne Unite. This request must include the following information:

1. What is the change/request?	
2. What is the amount? o Does this include an overall increase, or are you moving funds from another line item?	
3. How does this fit in the WSBA strategic priorities?	
4. Outcomes or Return on Investment	

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DRAFT

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

Washington Young Lawyers Committee Meeting | Virtual Only
Saturday, November 19, 2022 | 10:05 a.m. – 2:05 p.m.
DRAFT Meeting Minutes

WYLC Members Present In-Person or Phone: Aaron Haynes, Alyssa Nevala (joined at 11:04 a.m.), Cody Branstetter, Elyse Lopez, Emily Albrecht, Marye Scott, Stephan Yhann, Zachary Bryant, Zachary Davison

WYLC Members Absent: Carnissa Lucas-Smith, Catarina Ferriera

Board of Governors: Governor Kari Petrasek (joined at 1:14 p.m.)

WSBA Staff: Curtiss Melvin - WSBA Member Engagement Specialist, Chelle Gegax – WSBA Administrative Assistant, Julianne Unite – WSBA Member Services and Engagement Manager, Shanthi Raghu – WSBA Education Programs Manager

Welcome & Approval of September Meeting Minutes

Washington Young Lawyers Committee (WYLC) Chair, Zachary (Zach) Davison called the meeting to order at 10:05 a.m. Zach thanked those in attendance for their presence on Saturday. On motion by Zach, seconded by WYLC Immediate Past Chair, Emily Albrecht, the WYLC voted (8-0-1), Zachary Bryant abstained, to approve the September meeting minutes.

Introductions

Zach introduced himself as a Seattle attorney and WYLC Chair for this year and invited other WYLC members to provide introductions, including their position on the committee and other background information they were willing to share. Washington State Bar Association (WSBA) Member Services and Engagement Specialist, Curtiss Melvin; WSBA Member Services and Engagement Manager, Julianne Unite; and WSBA Member Services and Engagement Administrative Assistant, Chelle Gegax also provided introductions.

Introductions to the WSBA

Julianne began the PowerPoint presentation, with assistance from Curtiss and Chelle for WYLC orientation for incoming and new WYLC members. Additional information can be found in the PowerPoint presentation which is included in the meeting materials. Zach asked Julianne to expand on the role of a Board of Governor (BOG) liaison. Julianne advised that each entity of the Bar is assigned at least one BOG liaison. This year, all entities including the WYLC currently has two BOG Liaisons – Governor Jordan Couch and Governor Kari Petrasek. Having BOG liaisons can help with bringing WYLC projects or plans to the attention of the BOG and assisting in explaining the project in depth and bringing attention to what the WYLC is trying to accomplish. Julianne presented on the WSBA Essentials and Resources, which includes information on General Rule 12. Julianne advised that all WYLC members

should become familiar with GR12 as it describes what the WSBA can and cannot do; this information can be found in the PowerPoint presentation included in the meeting materials packet. Julianne and Curtiss provided an in-depth overview of the BOG and BOG District Map. Julianne encouraged WYLC members to be comfortable with reaching out to all BOG members, regardless of district. Zach advised that Governor Petrasek has a very strong relationship with the WYLC and has been involved in the WYLC even prior to it becoming a committee. Emily seconded Zach's comments and advised members that she would put Kari's email address in the meeting chat should anyone wish to contact her. Julianne paused for questions from WYLC members on any of the information that has been presented.

Office of General Counsel – Public Records & Open Meetings

Julianne presented on WSBA Public Records. She advised to assume that any communications that you have with the WSBA, can be subject to public records and disclosure. Email and written communication with WSBA staff and other records, including website servers and otherwise are considered Bar records and may be subject to public disclosure. The definition of "Bar Records" can be found in the Power Point presentation included in the meeting materials. Julianne advised on additional best practices and communication guidelines to and from WSBA staff. Julianne paused for comments, questions from members before moving on to discussing the WSBA Open Meeting Policy. Julianne advised that this is the WSBA's own separate policy and should not be confused with the Open Public Meetings Act. Although both are similar, the WYLC is not subject to OPMA at this time and should operate under the WSBA definition of Open Meeting Policy. More information can be found in the [Volunteer Toolbox](#) on the WSBA website.

WYLC Member Alyssa Nevala joined at 11:04 a.m. and introduced herself as the King County Representative for the WYLC.

Zach provided definitions on "who is a new and young lawyer" and clarified that the definition is different than that of what is used for new member education. He also provided WSBA New Member Programs and Resources, such as the list serve, networking events, Young Lawyer Liaisons to Sections, and mentorship resources as provided by the Nar. WSBA Education Programs Manager, Shanthi Raghu presented on the WSBA CLE Team's involvement in supporting the WYLC and new members, specifically the WSBA Practice Primer which is offered at new member pricing (steeply discounted) and is offered in a three-track format, with different practice areas. This year's focus is on trust and estate planning and can be found in a live format as well as a recorded version for later use. The CLE team also offers the Trial Advocacy Program (TAP) which is geared toward new practitioners, giving an opportunity to hear from judges and other legal professionals on what it is like to practice and advocate, followed by a mock trial. Shanthi advised that the CLE team would like to hear from WYLC members and other new and young lawyers on what topics and focuses would be helpful for current members.

Julianne left the meeting at 11:14 am.

WSBA Member Cody Branstetter commented that he felt the Financial Focus CLE would be highly valuable, as when he began his own practice, he did not struggle with meeting client needs, but rather with how to run a business. Cody feels strongly that making this information visible to members would be very beneficial. Zach asked when the last Financial Focus CLE was produced, Chelle advised that roughly 2017 and this recording is no longer available on the WSBA CLE store as an on-demand item. Zach commented that this could be a great project team idea for anyone interested leading this project.

Curtiss commented that if anyone was interested in moving this forward to contact him and he would connect them with Shanthi. Curtiss commented on MentorLink Mixers and advised that the Member Services and Engagement Team at WSBA plans to produce one per quarter in the upcoming fiscal year. Zach asked members to share comments and experiences they may have had, if they had attended a MentorLink mixer in any capacity. Alyssa shared that she had attended the most recent mixer as a mentor. Cody also attended the most recent mixer as a mentor and felt that some of the feedback in his breakout rooms was that the audience was not only new members, but also those new to practicing in Washington state. Chelle advised that WSBA MentorLink Mixers are open to anyone to attend.

Meeting recessed for a ten-minute break from 11:30 a.m. to 11:40 a.m.

Zach continued the WYLC orientation, discussing the WYLC's online presence including the webpage, district composition, project webpage and Facebook/social media. Zach asked for clarification on the process for updating Facebook posts. Curtiss will connect with Julianne for process information and report back to the WYLC leadership on how to post, who can post and what the lead time is for getting a post approved. Zach encouraged WYLC members to be attentive toward what information beyond meeting dates/times can be shared on social media to generate involvement. Zach commented on the current composition of the WYLC and vacancies. Currently, there are two At-large positions, the North Central regional representative, Southeast regional representative, Snohomish County regional representative and Pierce County regional representative positions are vacant. Zach asked for members to encourage recruitment efforts. WYLC member Zachary (Zac) Bryant commented that with the cancellation of some events/hybrid meetings, that there might be an ability to have those funds reallocated towards recruitment efforts and possibly connect with the STAR Committee's upcoming event to create more awareness of the openings on the WYLC. WYLC Member Alyssa Nevala also commented on hosting events in other areas beyond King County and connecting with local bar associations for more visibility. Cody commented that the Thurston County bar association has been very active in hosting networking events. WYLC Member Stephan Yhann rejoined the meeting at 11:55 a.m. Zac commented that there are often more King County residing applicants than seats and was wondering why those applicants aren't being pushed for at-large seats. Curtiss commented that one at-large vacancy was created on 11/18/2022 due to member resignation, and the Pierce County seat was vacated as of 11/18/2022 as well. Alyssa commented that a project team supporting marketing, recruitment, and social media could all play well together. WYLC Chair-elect Aaron Haynes commented that the American Bar Association (ABA) Young Lawyers Division (YLD) offers funding for regional summits, that typically line up with counties in Washington and the ABA will offer funds to support hosting a regional summit. Aaron advised that the current deadline is 11/23/22 but this could be considered for the upcoming fiscal year unless someone wants to attempt to apply for 2022. Zach asked if anyone would like to be a part of the Project Team for Marketing and Recruitment, along with Zac. Alyssa volunteered to assist.

WYLC Roles and Responsibilities

Zach emphasized the importance of attendance and participation and the issue of lack of attendance over past fiscal years. Zach would like to ensure that WYLC members are being proactive, reaching out to constituents and being productive between meetings. It is very important that members are completing Representative Reports and Project Team Reports before meetings to discuss what has been accomplished and how to best support members between meetings. Curtiss commented on the

importance of communication regarding meeting attendance and responding to WSBA communications; encouraged to respond in a timely manner with anticipated attendance type. Curtiss advised members that representative and project team reports will be converted to Microsoft Forms, rather than a word document for ease of use.

WYLC Meeting Schedule for FY23

The FY23 meeting schedule was communicated to members. The WYLC anticipates joining the BOG meeting in July, which will be held in Vancouver, WA. This meeting will be held in person, and the remainder of meetings are currently scheduled to be held virtually. Alyssa commented on having a commented on having an Outlook calendar invite for WYLC meetings with zoom information. Chelle agreed to send Outlook invites to WYLC members, inclusive of Zoom information and deadline for project and representative reports, as well as the MS Forms links.

WYLC Committee Goals

Outreach and Communication – No members present to comment.

Student Loan Debt Crisis – Focused on addressing student loan forgiveness for those in public sector. Stephan volunteered to participate on this project team. Next steps would be to connect with former WYLC Chair Brian Neuharth.

STAR Committee/ATJ/Rural Recruitment and Retention – Zac commented that the Small Town and Rural (STAR) committee began as a task force and has now been formed into a committee and is very active and productive. The STAR Committee will be working with Gonzaga and is having a rural practice day job fair in March. The November 2022 issue of *Bar News* magazine was dedicated to articles aimed at rural areas, how to attract long term commitments toward legal deserts, how to transfer practices and engage new and young attorneys in a rural area. Zac feels that the Committee has a serious commitment and would be an excellent place for the WYLC to join efforts.

WSBA Bylaws and Charter – Zach discussed potential changes to the definition of new and young lawyer to be more inclusive. This project should be completed very shortly, but if anyone wishes to become involved, please reach out to Zach.

Annual Financial Focus CLE – Zach suggested that this be folded into the Student Debt project team but could also be a standalone.

Awards – Aaron is the project lead for Awards. Most recently, an article was published for the four winners of the Public Service Leadership Award. The ABA Scholarship had one person attend the Portland conference. Aaron requested that ABA Scholarship information be marketed in the same efforts that the Portland conference had been. Aaron will not be able to attend the midyear in Feb. in New Orleans and will need to send a delegate. Only required presence is Feb. 5th, which is a Saturday. If anyone on the WYLC is interested in attending the conference, to contact Aaron. WYLC Past Chair Emily Albrecht advised that she is attending anyways and will attend as proxy for Aaron. *ABA awards of achievement program* – currently taking submissions. Aaron would like to submit the Student Loan Debt project to this, with the WYLC as an affiliate. *Regional Summit* – would encourage the WYLC to utilize this tool. Deadline to apply is Nov. 30, 2022. *ABA Young Lawyers Award* – applications are currently open; profiles are included in most ABA publications. Deadline is February 20, 2023.

WYLC Member Marye Scott commented that the Southeast Region is local for her and asked to be included in communications regarding that area with Alyssa and Zach.

FY23 Annual Report Top Goals and Priorities:

To increase WYLC member engagement and participation, identify and prioritize WYLC member needs (and whether they have changed), Develop action items and programming designed to meet the WYLC needs.

Zac asked what the timeline was for producing a CLE with WSBA. Chelle responded that expectation of 4-6 weeks is typical but will connect with CLE to confirm and can create a “how to” resource to share with WYLC members.

Curtiss commented that the MOU with Iowa YLD is in the final stages, regarding Law School Transparency. The Iowa YLD is not very timely in their responses, and we are currently awaiting their reply on final draft.

Governor Kari Petrasek joined the meeting at 1:14 pm.

Stephan commented on bringing more law students and attorneys into areas such as his, with low legal representatives. Governor Petrasek commented that what Stephan described is exactly what the STAR Committee is trying to accomplish and put together and invited his participation in upcoming STAR events and meetings. Zach welcomed Governor Petrasek to the WYLC meeting and offered an opportunity for her to introduce herself.

WSBA Updates

Governor Petrasek advised that she had been a former President of the Washington Young Lawyers Division, the predecessor of the WYLC, and that she is happy to be helping the Committee. Curtiss asked if she had any BOG updates that she would like to provide, relevant to the Committee. Governor Petrasek advised that based on BOG recommendations to the Supreme Court, the WSBA will remain an integrated bar association and the Washington Supreme Court will not take any action at this time. Zac suggested that the Committee involve the Law School Representatives more actively in WYLC meetings, to gain more insight on how to interact together. He also suggested involving alumni associations from Washington law schools to involve more of their population.

Project Team Assignment:

Recruitment/ Outreach – Alyssa, Zach, Marye, Cody, Elyse

STAR Committee – Zac, Cody

Debt/Student Loan – Stephan, Zach

Financial Focus CLE – Marye, Cody, Elyse

Awards/ ABA YLD – Aaron(lead), Emily

Bylaws – Zach

Trial Advocacy Program – Zach, Alyssa

Zach covered important dates and deadlines pertaining to the WYLC. Dates can be found in the meeting materials packet.

New Ideas for Next Meeting

Stephan commented on having some type of statewide event inclusive of networking, potential social event, and having an event in central location, possibly a half day CLE and half day social/networking event with sponsor from local firm to bring people together and recruit. Alyssa is in support of this idea and commented on previous events that she found on the WYLC's Facebook such as a winery tour, etc. Zach encouraged to include this request and information in an upcoming project report for future planning and will include an agenda item for this on the January meeting.

Adjournment

Zach adjourned the meeting at 2:05 pm.

DRAFT

WASHINGTON STATE BAR ASSOCIATION

Scholarship to Attend ABA Young Lawyer Division Meetings

The Washington State Bar Association (WSBA) and the Washington Young Lawyers Committee (WYLC) have prioritized the use of funds to send new and young lawyers to attend American Bar Association (ABA) Young Lawyer Division (YLD) meetings and/or conferences. This scholarship is designed to:

1. encourage attendance and participation at the ABA YLD meetings.
2. ensure that Washington is represented by Delegates to YLD Assembly at ABA Annual and Midyear; and
3. to create the opportunity for scholarship recipients to bring ideas back to the WYLC about how to engage and serve new lawyers in Washington.

The ABA YLD is a network of over 130,000 members and 300-plus affiliated young lawyer organizations from around the world. Twice a year, at the ABA Midyear and Annual Meetings, the ABA YLD Assembly meets to debate and vote on issues of importance to young lawyers that if passed are recommended to the ABA House of Delegates to become official policies of the ABA. The ABA YLD also holds two conferences a year, one in the spring and another in the fall.

As a scholarship recipient, you will be given the opportunity to represent the interests of new and young lawyers in Washington State at a national level by participating in the ABA YLD Assembly and attending ABA YLD conferences. Attending YLD meetings will also give you the opportunity to network with other lawyers, attend CLEs, and learn what other states are doing to tackle important young lawyer issues. You will also review and consider ideas and programs to bring back to WSBA and its WYLC. Scholarship recipients are strongly encouraged to attend plenary and closing sessions at the Midyear and Annual Meetings and at least one block of programming each day. If you are unsure of what to attend, please reach out to your 2022-2024 ABA YLD District Representative (Aaron Haynes: ahaynes@chmelik.com) or FY23 WYLC Chair (Zachary Davison: ZDavison@perkinscoie.com).

The scholarship is designed to partially offset your expenses to attend the meetings. You are encouraged to seek additional funding through the ABA or other resources available to you.

Scholarship for Fall: There will be four \$250 scholarships awarded to new and young lawyers to attend the ABA YLD Fall Conference in Portland, OR from September 29 to October 1, 2022. The scholarship will come in the form of a reimbursement.

Scholarship for Midyear: There will be three \$250 scholarships awarded to new and young lawyers to the ABA YLD Midyear Meeting in New Orleans, LA from February 1 to February 6, 2023. The scholarship will come in the form of a reimbursement.

Scholarship for ABA YLD Annual: There will be three \$250 scholarships awarded to new and young lawyers to attend the ABA YLD Annual Meeting in Denver, CO from August 2 to August 8, 2023. The scholarship will come in the form of a reimbursement.

Responsibilities

Each scholarship recipient is **required** to serve as a Washington Delegate to the YLD Assembly if the scholarship recipient attends either the Annual or Midyear meetings. All scholarship recipients must attend the following WYLC meeting (either in person or over the phone) to share what they learned that may be applicable to new and young lawyers in Washington State. Scholarship recipients may also be asked to provide a written summary for new and young lawyers via the WSBA new lawyers list serve and/or the WSBA blog, NWSidebar.

Requirements to Apply

1. Applicants must be current members or become members of the ABA YLD.
2. Applicants must be considered “Young Lawyer” as defined in section XII of the WSBA Bylaws at the time of the selection. The WSBA considers an active member a Young Lawyer if at least one of the two criteria below is met:
 - the member has been admitted to practice for fewer than five years (in any state); or
 - the member is under 36 years of age.

Selection Process

The WYLC has authority over who will be awarded the scholarships. For more information, contact newmembers@wsba.org.

WASHINGTON STATE BAR ASSOCIATION

Application for Scholarship to Attend ABA Young Lawyer Division Meeting

Name: _____

Email: _____

Bar No. _____

Employer: _____

Address: _____

Which meeting are you applying for scholarship funding to attend? Please note application deadlines:

<u>Meeting</u>	<u>Dates</u>	<u>Location</u>	<u>Application Deadline</u>
___ Fall Conference	Sep 29 – Oct 1, 2022	Portland, OR	September 3, 2022
___ Midyear	Feb 1 – Feb 6, 2023	New Orleans, LA	
___ Annual	Aug 2 to Aug 8, 2023	Denver, CO	

Why are you interested in attending this ABA meeting?

Are you actively involved in any Bar Association programs or projects? If so, please name them and briefly describe your involvement, including any positions held:

Please list any *pro bono* participation and/or activities:

Have you ever attended an ABA YLD Meeting? _____ Yes _____ No

Have you ever attended any other ABA Meetings, and how many?

Scholarship recipients will receive the reimbursement after each meeting by completing a WSBA Expense Report form and including all applicable receipts up to the limit specified in the scholarship they receive. In addition to receipts, scholarship recipients must submit a schedule of ABA YLD events attended. Reimbursement will only be made for expenses for airfare, hotel, registration, or meals (excluding alcoholic beverages) incurred in connection with the meeting.

If you are unable to attend a meeting for which you have been selected as a scholarship recipient, please email NewMembers@wsba.org as soon as possible. This will allow us to award another applicant the scholarship.

Signature _____

Date _____

Please return your completed application by mail or email to: New Member Programs c/o Washington State Bar Association, 1325 4th Ave., Ste. 600, Seattle, WA 98101; Phone: 206.733.5921; Email: NewMembers@wsba.org

Washington Young Lawyers Committee Public Service and Leadership Award

The Washington Young Lawyers Committee (WYLC) will honor four young lawyers with the 2022 Public Service and Leadership Award. Each award recipient will be eligible to receive a credit, which must be used within one year of receiving the award, to attend one free (or no-cost) WSBA-CLE program of up to six credits total. The award recipient's name and photo may be posted on the WSBA website, publications, and/or social media.

Eligibility requirements

Award recipients must meet the "young lawyer" definition in the Washington State Bar Association (WSBA) Bylaws. Under the Bylaws, an active member is considered a young lawyer if at least one of two criteria is met: 1) the member has been admitted to practice for fewer than five years (in any state), or 2) the member is under 36 years of age.

Nomination process

Candidates for the award must be nominated by another individual. To complete a nomination, submit the application below and any supplemental materials, e.g., nominee's resume, articles, etc., that the nominee would like the WYLC to consider to newmembers@wsba.org.

Selection process

During the selection process, the WYLC will consider the nominee's leadership in their community and involvement in public service activities as described in [RPC 6.1](#). Long-term service or an extraordinary contribution to the community will be considered, including:

- a) leadership and service in the local community or within a bar association;
- b) WSBA, ABA, or local bar association activities;
- c) Volunteering with pro bono or public service programs; or
- d) Writing a blog post for [NWSidebar](#) and/or writing an article for [WSBA magazine](#).

The WYLC will select the award recipients at the July 23, 2022, WYLC meeting. All application materials will be included in the WYLC meeting materials packet and posted online. Confidential information will be redacted from publication. Recipients may only receive the award once during the WSBA fiscal year (October 1 –September 30). A congratulatory email will be sent directly from WSBA to the award recipient notifying them of their selection. For more information, contact newmembers@wsba.org.

Date:		
Nominee Name:		
Firm/Employer:		
Mailing Address:		
City:	State:	Zip Code:
Phone:	Fax:	E-Mail:
WSBA No.		Year Admitted to Practice In Washington:
Nominator's Name:		Relationship to Nominee:

WASHINGTON STATE B A R A S S O C I A T I O N

Describe the nominee’s leadership in his or her local community:

How has the nominee promoted and/or contributed to the legal profession and community?

Describe a situation in which the nominee has “gone above and beyond”?

Additional information:

Submit nomination and any supplemental materials to newmembers@wsba.org

WASHINGTON STATE
BAR ASSOCIATION
Terra Nevitt, Executive Director

November 29, 2022

To: WSBA Volunteers

I am writing to inform WSBA volunteers of two changes regarding the Washington State Bar Association's continued and evolving response to the COVID-19 pandemic.

First, the WSBA Board of Governors rescinded the volunteer vaccination requirement effective Friday, November 18, 2022. WSBA volunteers are no longer required to submit proof of vaccination to attend a WSBA in-person meeting or event. Any volunteer who submitted such documentation previously should know these records have been deleted.

Second, I implemented a revised WSBA COVID-19 Health and Safety Policy for Guests/Attendees at WSBA Meetings and Events to encourage *all* in-person attendees to follow current 'Community Level' [guidelines provided by the Centers for Disease Control](#) (CDC). Community level guidance is provided at the county level and "helps convey how much COVID-19 is impacting your community using data on hospitalizations and cases." Therefore, an individual county community level, and thus the corresponding guidance, may change. Please consult [this website](#) and your staff liaison when planning an in-person meeting or event. Additionally, I encourage all WSBA entities to, wherever possible, provide alternative virtual attendance options. Please visit this [updated webpage](#) with the new attendee policy and some additional information. The current vaccination requirement for all WSBA employees remains in effect until further notice.

Thank you for working together, as a volunteer community, to keep WSBA and our communities safe.

Sincerely,



Terra Nevitt

Executive Director

1325 4th Avenue | Suite 600 | Seattle, WA 98101-2539

800-945-WSBA | 206-443-WSBA | questions@wsba.org | www.wsba.org

WASHINGTON STATE
BAR ASSOCIATION
Terra Nevitt, Executive Director

1325 4th Avenue | Suite 600 | Seattle, WA 98101-2539

800-945-WSBA | 206-443-WSBA | questions@wsba.org | www.wsba.org

WSBA COVID-19 Health and Safety Policy for Guests/Attendees at
WSBA In-Person Meetings and Events
Effective Nov 18th, 2022

As WSBA returns to in-person meetings, events, and gatherings, and in order to ensure consistent levels of safety for WSBA employees, volunteers, and guests at our in-person events, WSBA will follow the CDC's COVID-19 Community Level guidance provided at the [CDC website](#). If state or local health authorities impose stricter requirements than the CDC, WSBA will comply with the state or local requirements in the area in which the event is held.

Policy Specifications

These procedures will apply to WSBA in-person events (i.e., CLE seminars, receptions, retreats, committee and supreme court board meetings). These procedures do not apply to regulatory events (i.e., bar exam and regulatory hearings).

Wherever possible, a virtual attendance option will be provided for any WSBA event or meeting.

This policy is subject to change as the conditions related to the COVID-19 pandemic evolve, or other significant health and safety issues arise.



FREQUENTLY ASKED QUESTIONS (FAQs)

1. How do we know the CDC community level and whether any local health requirements beyond the CDC guidance are in place for an event?

- a. Prior to the in-person meeting or event, please visit the Centers for Disease Control (CDC) website regarding Community Level guidance. Reviewing this guidance is on a county-by-county basis in which the in-person meeting or event will be held. For local health requirements, the website for local health authorities in a particular geographical area should be consulted.

2. Who is responsible to verify the current community level and/or local health requirements?

- a. It varies.

Verifying community level status and local health requirements for an in-person meeting or event should be verified by the staff liaison or staff lead for that meeting or event.

3. When do we need to update attendees about any COVID requirements for an event?

- a. If the CDC community level (and thus the guidance) changes, notice to attendees should be provided to meeting or event attendees 24 hours in advance. If there are local health requirements that exceed the CDC, those requirements should also be followed and communicated within the same timelines.

4. Can our meeting or event require health and safety practices in addition to the recommendations provided by the CDC such as requiring a mask or a negative PCR test?

- a. It is important WSBA members, staff, guests, and members of the public be treated equitably. Therefore, health and safety procedures should remain in alignment with, and not exceed, CDC guidance unless and until such time as the organization's policy changes. The exception to this would be if a local health authority imposes requirements in excess of CDC guidance.

5. Will there be any changes to the Employee Vaccination Mandate?

- a. No, not at this time. As a condition of employment, WSBA will continue to require the first vaccination series from employees unless they qualify for an exemption.

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

WYLC Representative Report

DUE: 1 week prior to committee meeting

Please submit report electronically to the
WYLC Chair Emily Albrecht (emilyalbrechtattorney@gmail.com) and
Curtiss Melvin (curtissm@wsba.org).

WYLC Focus Areas:

- support new/young lawyers as they transition to practice;
- connect new/young lawyers with the WSBA programs, services, and activities including pro bono and public service; and
- serve as a resource for new/young lawyers through outreach and leadership.

Member: *Cody Branstetter*
Region Represented: *Olympia*

1. Are there any initiatives with the local young lawyers we should know about?

Devin Kohr, the Thurston County Bar Young Lawyers section chair is being very proactive about hosting events, but is reporting little to no engagement

2. Any recruitment actions were taken in the last 2 months? Were they successful?

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3. Any feedback from constituents on WYLC activities?

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4. Is there anything you need from the WYLC?

I'd like to get Devin some funds that would assist her w/ hosting events to attract engagement by current & new members.