



WSBA

EDUCATION AND PROFESSIONAL DEVELOPMENT DEPARTMENT

**CLE Committee Meeting
Minutes
April 18, 2013**

Committee Members Present:

Chad Dold, Lewis Zieske, Marijean Moschetto, Qingqing Miao, Sheila Ridgway

By Phone:

Dianna Caley, Mark Arend, Susan Machler, Tracy Grant

WSBA Staff Present:

Christopher Cellars, Kathy Burrows, Janey McCaulley, Joy Eckwood, Mike Jorgensen, Susan Strachan

Absent:

Anthony Ravani, Brita Long, Douglas Reiser, Hillary Evans, Jason Dennett, Jeanette Nyden, Margaret Morgan, Richard Sayre, Stuart Brown, Robert Klein, Tara Gillespie

Welcome, introductions

Marijean Moschetto, Chair welcomed attending members and staff.

Approval of January 24, 2013 meeting minutes

The CLE Committee approved the January 24, 2013 meeting minutes with no changes.

CLE speaker recruitment: developing a new and diverse group of highly skilled presenters

Joy Eckwood, WSBA Diversity Program Manager, gave an overview of how the Diversity Program is developing options and strategies to drive CLE programming toward recruiting a diverse population of attorneys to chair and speak at WSBA CLE programs. Joy shared a number of outreach possibilities, citing the 2012 membership study, the results of which will inform programming outreach and initiatives. Joy also cited the MAP (Minorities at the Podium) Project, a program the State Bar of Texas has launched to recruit minorities and women lawyers as CLE faculty. LEAD “Lawyers Engaged in Advancing Diversity” is a WSBA Diversity program idea. The CLE Committee is critical to the development of this program. Other thoughts and ideas Joy shared on building a diverse CLE chair and speaker pool of presenters are listed below:

- Chairs should be involved in designing their programs
- Create a networking event to recruit diverse attorneys and invite past chairs to attend the event
- Reach out to past chairs and minority organizations to recruit speakers
- Broaden chairs' network professionally and socially
- Encourage new speakers
- Train diversity attorneys to be chairs

Joy encouraged the CLE Committee to continue to discuss diversity. A Diversity Plan is currently being developed with anticipated approval in July, 2013. Joy would like to return and address the CLE Committee in the fall of 2013 about putting a LEAD plan in place next year. Handouts that Joy presented at this meeting are posted in the CLE Dropbox.

CLE developments - Report on March 27 meeting with Section leaders re: CLE

Kathy Burrows, Senior Seminar Development Specialist, described the Section Leaders meeting with CLE on March 27 as successful and well attended by Sections. Staff attended as listeners. Tables were set up for breakout sessions where the Section members discussed 1) What works well in partnership, and what does not work well, 2) What changes would benefit Sections. Their notes were summarized on flip charts and are available in the handout summaries posted in the CLE Dropbox. Chris Cellars, Senior Seminar Development Specialist, who also attended the meeting, indicated his desire to maintain the dialog between Sections and CLE and meet more than one time a year. Marijean who attended said we need to find a way to keep Sections well informed about the costs of putting on a seminar, and she is encouraged with the unique opportunities our current technology has to create synergy and unity among our lawyers. CLE is a way to foster community between lawyers.

CLE Committee subcommittee breakout working sessions

Marijean prepared the CLE sub-committees for three breakout sessions with those present at the meeting and on the phone. Each CLE sub-committee was given a project to complete by end of October 2013, or ready to hand over to the next CLE Committee year, with the following assignment:

Each project had three components:

- Goal/Deliverable
- Delivery Date
- Timeline/Steps/Responsible Part/Partners

Project description and outcome from breakout session:

Technology:

Project: Tips & Tricks on Presentation Best Practices

Delivery: TBD

Timeline/Steps/Responsible Part/Partners:

-Attend seminars and tabulate feedback

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-5/15/13 meeting to start process
-Staff to find resources, e.g. Minnesota

Section Relations:

Project: Seminar Planners Workbook (for Executive Committee and Chairs) Outline

Delivery: End of Committee Year, 9/30/13

Timeline/Steps/Responsible Part/Partners:

-Complete outline
-Staff to send resources this week
-Carryover to 2014 Committee year
-Mid-May identify responsible party and portion to author

Quality Control:

Project: Program “Scorecard” Evaluation and Learning Feedback with focus on improving the next seminar

Delivery: 9/30/2013

Timeline/Steps/Responsible Part/Partners:

-Chad to forward minutes
-Each member contacts two organizations and collects ideas
-6/1/13 phone conversation
-6/15/13 live meeting

Next CLE Committee Meeting

- Wednesday, July 17, 2:00-4:00 p.m.

Adjourn

Meeting adjourned at 4:10 p.m.

Working Together to Champion Justice