Overview of Committee, Board, Panel, and Other Positions for 2016-2017

Committees

***Amicus Curiae* Brief Committee**
Reviews all requests for *amicus curiae* participation by the WSBA, and provides a recommendation to the Board of Governors pursuant to the WSBA *Amicus Curiae* Brief Policy. Appointment is for a two-year term.

Committee on Professional Ethics (CPE)
Provides guidance to WSBA members on legal ethics issues in the form of Advisory Opinions, considers and proposes to the Board of Governors (BOG) amendments to the Washington Rules of Professional Conduct, and considers and reports to the BOG on amendments and proposed amendments to the ABA Model Rules of Professional Conduct. The Committee may also conduct periodic outreach to the membership on these subjects. Appointment is for a three-year term.

Continuing Legal Education (CLE) Committee
Supports WSBA and its practice sections in the delivery of high quality, mission-focused Continuing Legal Education by advising on content, speakers, and delivery models, and by helping to identify trends and gaps in legal education that WSBA is uniquely positioned to fill. Appointment is for a three-year term.

Council on Public Defense (CPD)
The Council on Public Defense (CPD) was established to implement the recommendations of the WSBA Blue Ribbon Panel on Criminal Defense, which was appointed by the Board of Governors in spring 2003 as a first step in addressing concerns about the quality of indigent defense services in Washington. The CPD unites prosecutors, members of the private and public defense bar, bench, elected officials, and the public to address new and recurring issues impacting the public defense system. For more information about the CPD, visit us online at http://bit.ly/1mH9PSQ. Prerequisite: The CPD is seeking two at-large members who can be either an attorney or not an attorney, one member with a contract for or provides public defense services, one member from local government or a public defense

administrator, and one member who is a former or current prosecutor. Terms are for two years with eligibility to renew membership for up to four years.

Court Rules and Procedures Committee
Studies and develops suggested amendments to designated sets of court rules on a regular cycle of review. Performs the rules study function outlined in GR 9 and reports its recommendations to the Board of Governors. The Rules of Appellate Procedure and the Rules for Appeal from Decisions od Courts of Limited Jurisdiction are scheduled for review in 2016-2017. Appointment is for a two-year term.

Editorial Advisory Committee (EAC)
Editorial Advisory Committee members work with the editor and staff overseeing the publication of WSBA's official magazine, *NWLawyer*. This may include establishing guidelines and editorial policy, writing articles, securing content, identifying topics and issues relevant to members, identifying authors for content, contributing to the editorial calendar, reviewing articles, and advising on content-related issues. Appointment is for a two-year term.

Judicial Recommendation Committee (JRC)
Screens and interviews candidates for state Court of Appeals and Supreme Court positions. Recommendations are reviewed by the WSBA Board of Governors and referred to the state governor for consideration when making judicial appointments. Appointment is for a three-year term.

Legislative Committee
Reviews proposed legislation, emanating primarily from WSBA sections, for introduction in the State Legislature, and makes recommendations to the Board of Governors regarding whether the proposal should be approved as a WSBA-request bill. Appointment is for a two-year term.

Pro Bono and Public Service Committee
Researches and develops recommendations on how WSBA can continue to enhance a culture of service within the profession. The Committee collaborates with staff to work toward an increase in the percentage of lawyers engaged in public service. Interested in analyzing the scope and function of pro bono programs, policies and volunteer engagement? How about proposing and reviewing policy that affects lawyers' ability to serve the public? If you answered yes, we enthusiastically welcome your application. Appointment is for a two-year term.

Washington Young Lawyers Committee (WYLC)
Works to actively engage new and young lawyers in the activities of WSBA, develops and conducts activities of value to new and young lawyers, and connects these lawyers to all WSBA resources. The WYLC comprises 18 members representing the interests of the 6,000 new and young lawyers in Washington's 39 counties. *Prerequisite*: Committee members must be a lawyer in practice fewer than five years or under the age of 36. Appointment is for a three-year term.

WSBA Diversity Committee
Works to support implementation of the WSBA's Diversity and Inclusion Plan, support historically underrepresented groups to enter and stay in the profession, and raise

awareness in the community through collaboration and coalition building. This Committee comprises members of the WSBA Board of Governors and the wider membership who work with staff to review, advise and implement policy, programs and activities of the WSBA that promote a culture of inclusion. Appointment is for a two-year term.

Regulatory Boards

Character and Fitness Board (C&F)

Deals with matters of character and fitness bearing on qualifications of applicants for admission and licensing to practice law in Washington, conducts hearings on the admission of any applicant, makes recommendations to the Board of Governors and Supreme Court, and considers petitions for reinstatement after disbarment. The Board comprises at least one lawyer from each congressional district and several at-large members. The Board generally meets one full day per month for hearings. Considerable reading and meeting preparation time are required. Each member writes at least one decision per year. *Prerequisite*: Board members must have been an active member of the WSBA for at least five years at the time of appointment. Appointment is for a three-year term.

Law Clerk Board

Supervises the Law Clerk Program in accordance with Rule 6 of the Admission and Practice Rules, considers applications for enrollment in the program, follows the progress of law clerks, interviews and evaluates law clerks and tutors during the course of study, and certifies that law clerks have successfully completed the program and meet the educational requirement for the Washington State bar exam. The board meets one day six times a year. Members are appointed with consideration for the geographic distribution of law clerks in the program, a balance of those who completed the law clerk program and law school graduates, and other diversity factors. Candidates are sought from the Tacoma/South Sound and Central Washington regions. Appointment is for a three-year term.

Lawyers Fund for Client Protection (LFCP) Board

Pursuant to APR 15, reviews claims for reimbursement of financial loss sustained by reason of an attorney's dishonest actions or failure to account for client funds, decides claims up to $25,000, and makes recommendations to the Board of Governors on claims for greater amounts. The Board meets four times a year. Appointment is for a three-year term.

Supreme Court Boards Administered by the WSBA

Access to Justice Board (ATJ Board)

Recognizing that access to the civil justice system is a fundamental right, the Access to Justice Board works to achieve equal access for those facing economic and other significant barriers. The ATJ Board has three open positions. If you have a demonstrated commitment to equal justice principles, please join us. Appointments are made by the Washington Supreme Court upon nomination of the Washington State Bar Association Board of Governors. The terms are for three years with eligibility to be reappointed for an additional three-year term. The positions may be filled by an attorney or a person who is not an attorney. For additional information, visit http://bit.ly/1UxlI8R.

Disciplinary Board (D-Board)
Carries out the functions and duties assigned to it according to the Rules for Enforcement of Lawyer Conduct adopted by the Supreme Court. The full board meets three to six times a year, reviewing hearing officer decisions and stipulations. Three-member review committees meet telephonically at least an additional four times a year and review disciplinary investigation reports and dismissals. Considerable reading and meeting preparation are required. Applicants must submit a writing sample. *Prerequisites*: Board members must have been an active member of the WSBA for at least five years at the time of appointment and have no record of public discipline. Board members may not knowingly advise or represent individuals regarding pending or likely disciplinary grievances or proceedings. Board members are recommended by the WSBA Board of Governors in consultation with the Disciplinary Selection Panel and appointed by the Supreme Court. Appointment is for a three-year term.

Limited License Legal Technician (LLLT) Board
Oversees administration of, and compliance with, the Limited License Legal Technician Rule (APR 28) authorizing a new legal professional who meets certain educational and experience requirements to advise and assist clients in approved practice areas of law. The Board generally meets one day a month. Limited License Legal Technician Board members are nominated by the WSBA Board of Governors and appointed by the Supreme Court. Appointment is for a three-year term.

Limited Practice Board
Oversees administration of, and compliance with, the Limited Practice Rule (APR 12) authorizing certain lay persons to select, prepare, and complete legal documents pertaining to the closing of real-estate and personal property transactions. The board generally meets one day every other month. Limited Practice Board members are appointed by the Supreme Court. Appointment is for a four-year term. Experience in the real estate field is required; applicants may be lawyers or industry participants who are not lawyers.

Mandatory Continuing Legal Education (MCLE) Board
Oversees the administration of, and compliance with, the MCLE rules and regulations (APR 11 and Appendix APR 11), considers MCLE policy issues, and holds hearings on denied member petitions. The Board meets five to six times a year. MCLE Board members are nominated by the WSBA Board of Governors and appointed by the Supreme Court. Appointment is for a three-year term; two consecutive terms may be served.

Practice of Law Board
The Board, which was created by the Washington Supreme Court in 2001 and reconstituted in July 2015, educates the public about how to receive competent legal assistance, considers new avenues for nonlawyers to provide legal and law-related services, renders Advisory Opinions, and refers non-frivolous complaints alleging unauthorized practice of law to appropriate authorities. The Supreme Court appoints members after considering nominations from the Practice of Law Board, the WSBA Board of Governors and other interested people and organizations. Members serve three-year terms and are eligible for reappointment to a second term. The Board has 13 members and at least four must be community representatives; lawyer members must be WSBA members on active status. There are no scheduled positions available in 2016 but applications are being accepted in case unexpected openings occur.

Panels

Adjunct Disciplinary Counsel (ADC) Panel

Panel members assist in carrying out the functions of the lawyer discipline system as needed pursuant to Rule 2.9 of the Rules for Enforcement of Lawyer Conduct (ELC). ADC volunteers may be asked to assist staff disciplinary counsel with the investigation of a grievance; serve as independent special disciplinary counsel and represent the Association in the investigation of a grievance or prosecution of a disciplinary case; provide staff disciplinary counsel with an outside opinion on an area of law; serve as a probation monitor following imposition of a disciplinary sanction or suspension; or consult with a lawyer under the terms of a diversion contract. *Prerequisite*: ADCs must have been an active or judicial member of the WSBA for at least seven years at the time of appointment. Appointment is for a five-year term.

Disciplinary Selection Panel

The Disciplinary Selection Panel meets once a year to make appointment recommendations to the Board of Governors for hearing officers, disciplinary board members and conflicts review officers. Prior to the meeting, the Panel members review applications and may conduct telephone interviews to make candidate recommendations. Disciplinary Selection Panel members must be former Disciplinary Board chairs, former Disciplinary Board nonlawyer members, or former Hearing Officers. Appointment is for a three-year term. There are no scheduled positions available in 2016 but applications are being accepted in case unexpected openings occur.

Hearing Officer Panel

Serves as hearing officers for lawyer disciplinary matters, making evidentiary rulings, ruling on motions, conducting settlement conferences, and preparing written findings of fact, conclusions of law, and (as necessary) sanction recommendations according to strict deadlines. Annual training is required. Hearing officers may not serve as expert witnesses on professional conduct issues, serve as special disciplinary counsel or adjunct investigative counsel, or knowingly advise or represent individuals regarding pending or likely disciplinary grievances or proceedings. The Supreme Court appoints Hearing Officers upon recommendation of the Board of Governors in consultation with the Disciplinary Selection Panel. Applicants must submit a writing sample. *Prerequisites:* A hearing officer must be an active member of the WSBA, have been an active or judicial member of the WSBA for at least seven years, have no record of public discipline, and have experience as an adjudicator or advocate in contested adjudicative hearings. Please review the Rules for Enforcement of Lawyer Conduct, particularly ELC 2.5 to 2.6 and ELC Title 10, prior to applying.

Other Positions

Conflicts Review Officer (CRO)

The Conflicts Review Officer (CRO) is appointed pursuant to Rule 2.7 of the Rules for Enforcement of Lawyer Conduct. The CRO, with support from the Office of General Counsel, is a lawyer outside the discipline system who reviews and makes initial determinations for grievances filed against disciplinary counsel and other lawyers employed by the Association, hearing officers, members of the Disciplinary Board, officers and members of the Board of Governors, staff, attorneys and judicial officers of the Supreme

Court, and Conflicts Review Officers. The CRO may dismiss the grievance, defer the investigation, refer the attorney for diversion evaluation, or have the grievance assigned to special disciplinary counsel for further investigation. The CRO acts independently of disciplinary counsel and the Association. Three CROs serve staggered terms; each year one CRO will be appointed to a three-year term. The Supreme Court makes the appointments based on recommendations from WSBA's Board of Governors in consultation with the Disciplinary Selection Panel. *Prerequisites:* The CRO must have prior experience as a Disciplinary Board member, disciplinary counsel, or special disciplinary counsel, and have no other role in the disciplinary system while serving as CRO. Additionally, CROs are subject to the ELC 2.14 restrictions on advising or representing individuals regarding pending or likely disciplinary grievances or proceedings.

Records Request Appeals Officer (RRAO)

The Records Request Appeals Officer (RRAO) conducts any requested second-level review, following a first-level review by the Executive Director, of records disclosure decisions made by WSBA's public records officer in response to a records request. Review by the RRAO is informal and summary but, in the sole discretion of the RRAO, may include briefing and oral argument. Decisions of the RRAO are final unless the requestor asks for, and the Washington Supreme Court decides to grant, discretionary review. See Washington General Rule (GR) 12.4(h)(2) (Washington State Bar Association Access to Records). Although there are certain key differences between GR 12.4 and the Washington Public Records Act, RCW 42.56, lawyers with Public Records Act experience are encouraged to apply. Initial appointment is for one year, and may be followed by reappointment for two-year terms.