

Washington Young Lawyers Committee

Meeting Minutes

October 19, 2013 | 9:30 a.m. - 2:00 p.m. | WSBA Offices

Approved December 14, 2013

<u>Present</u>: Megan Card, Beth Bratton, Jordan Miller, Favian Valencia, Megan Rue, Laura Hartless, Vincent Humphrey, Robin Haynes (BOG Liaison), Russell Knight, Alicia Levy, Trent Latta, Jeff Johnson, Stacy Marchesano, Helen Ling, RaShelle Davis, Kendra Long, and Tresa Cavanaugh

Absent: Diana Bob, Crystal McDonald

WSBA Staff: Megan McNally, Paris Eriksen, Ana Selvidge, Debra Carnes

Welcome & Introductions: (Megan Card)

All committee members and WSBA staff in attendance introduced themselves, their district and reason for joining the WYLC. Thank you to Beth Bratton for serving as Chair last year.

Plug for the Public Policy Subcommittee of the King Co. Bar Association working to abolish the Death Penalty. Anyone interested in helping the cause, contact Stacy Marchesano.

Overview: (Megan McNally & Robin Haynes)

Discussion around the WSBA Organizational Chart, WSBA Entities Chart, WSBA Mission Statement, Guiding Principles, Program Criteria and 2013-2015 Strategic Goals. WYLC members are encouraged to attend WSBA Board of Governor meetings if available. There are eight BOG meetings a year. Provided an overview of the BOG, what they do, what they don't do. The role of the BOG Liaison to the Committee is to be an advocate. Reviewed the difference between a Division and a WSBA Committee and that the Committee is the face of the Bar to new and young lawyers.

Policies & Procedures: (Paris Eriksen)

Reviewed policies & procedures affecting committee members. Discussion regarding a Chair-elect position concluded that WYLC members should have the opportunity to volunteer to serve as Chair-elect. A subcommittee was formed to recommend a process for nominating a chair-elect. Subcommittee members are: Tresa Cavanaugh, Vincent Humphrey, Russell Knight and Alicia Levy.

WYLC Committee Overview, Purpose of Committee: (Megan Card)

Committee was given an overview on the Board of Governors and its Committee on Performance and Review and the Annual Report submitted to CPR each year. The report authorizes the committees work for the upcoming year.

Discussed several ideas addressing the needs of new and young lawyers:

Create a resume book, list new lawyers that are willing to help with memos, legal writing, at an
hourly rate to solos/small firm. Could benefit Solo practitioners while providing experience to
new lawyers.

Reminder of WYLC Procedures:

- Attendance policy: no more than 2 unexcused absences.
- Quarterly Contact Template: four times a year to e-mail your constituents.

Call-a-thon

What is the purpose of the WYLC? Committee must be prepared to answer this by the end of this year.

- One of the key purposes is connecting those new and young lawyers with the WSBA and its
 programs. How can we help more young lawyers know about WSBA programs and services that
 do support them?
- Be the voice of new and young lawyers to WSBA. How can the WYLC inform WSBA to make the programs that exist better connect to new and young lawyers?
- Projects vs Programming (Megan McNally). Because committees cycle in new members, the
 work done in committees should make room for new voices, new visions and ideas. Projects
 should conclude in 1 year. Programs are continues and driven by professional staff. If a project
 is done every year and it's ready to move towards a programming model, than the committee
 would need to make examine the Program Criteria laid out for the WSBA and make its
 recommendation.

On-Boarding: (Debra Carnes & Paris Eriksen)

A WSBA internal staff-group has formed to evaluate how law students/new admittees are on-boarded into the practice. A graphic illustrating the various WSBA touch pointes with law students/new admittees during their first year was reviewed. Discussed where the biggest opportunities for improvement, such as a more central approach to law schools and updating the New Member Guide. Also discussed was how WYLC can help serve as ambassadors to new and young lawyers:

- Idea: develop targeted check-in e-mails that would go out during the first year of practice. Your 3 months into your practice, here is what you might want to know...
- Idea: letter from chair to new admittees in the new lawyer packet sent from WSBA.

Member Outreach Plan: (RaShelle Davis)

Discussed events for the coming year.

- Open Section Night: Motion made and unanimously approved to host an Open Sections Night in Seattle in January 2014. Subcommittee for Open Sections Night: Helen Ling, Laura Hartless, Trent Latta and Tresa Cavanaugh.
- Spokane Open Section Night: Motion made and unanimously approved to host an Open Sections Night in Spokane. Subcommittee for Open Sections Night in Spokane: Beth Bratton, Alicia Levy, and Robin Haynes as consultant.
- Other Events: Sporting events are better suited as events handled at the local level. Committee
 discussed selecting a month in which all county rep's do an activity, like network events with
 other groups and WSBA programs.
- Local Hero Award: One person per quarter is given an award, please provide nominations to RaShelle Davis at next meeting in December.

<u>Public Service Incentive Award</u>: (Ana Selvidge)

This award was created to incentives attorneys to engage in service. Essentially, 24 free full-day WSBA CLEs are allocated for incentive awards for this fiscal year. The overview and application form are created, but the mechanism for how the subcommittee will meet and develop a timeline to publish and receive applications still needs to be developed. Subcommittee: Alicia Levy, Kendra Long, Laura Hartless, Trent Latta and Megan Card.

<u>WYLC & Sections</u>: (Megan Card & Helen Ling). Liaisons have been appointed for the coming year. This is a great benefit and leadership opportunity for the new and young lawyers. It would be helpful to provide more guidance to sections on how to best involve their liaisons.