



**Board of Governors Meeting  
WSBA Conference Center  
Seattle, WA  
November 22-23, 2019**

***WSBA Mission: To serve the public and the members of the Bar, to ensure the integrity of the legal profession, and to champion justice.***

**PLEASE NOTE: ALL TIMES ARE APPROXIMATE AND SUBJECT TO CHANGE**

**ALL ITEMS ON THIS AGENDA ARE POTENTIAL ACTION ITEMS**

**To participate remotely: dial 1.866.577.9294, access code 52810#**

**FRIDAY, NOVEMBER 22, 2019**

**9:00AM – CALL TO ORDER**

**BOARD TRAINING**

- ☐ **ANTI-HARASSMENT TRAINING**, Julie Lucht, Perkins Coie LLP ..... XX

**CONSENT CALENDAR & STANDING REPORTS**

- ☐ **WELCOME**
- ☐ **CONSENT CALENDAR**
- REVIEW & APPROVAL OF SEPTEMBER 26-27, 2019 MEETING MINUTES ..... XX
- ☐ **PRESIDENT’S REPORT**
- ☐ **INTERIM EXECUTIVE DIRECTOR’S REPORT**..... XX
- ☐ **MEMBER AND PUBLIC COMMENTS** (30 minutes reserved)
- ☐ **REPORTS OF STANDING OR ONGOING BOG COMMITTEES**
- EXECUTIVE COMMITTEE, Pres. Rajeev Majumdar, Chair ..... XX
  - APEX AWARDS COMMITTEE, Gov. Russell Knight, Chair ..... XX
  - BUDGET & AUDIT COMMITTEE, Treas. Dan Clark, Chair ..... XX
  - PERSONNEL COMMITTEE, Gov. Alec Stephens, Chair ..... XX
  - LEGISLATIVE COMMITTEE, Gov. Kyle Sciuchetti, Chair..... XX
  - NOMINATIONS REVIEW COMMITTEE, Gov. Jean Kang & Pres-elect Kyle Sciuchetti, Co-Chairs... xx
  - DIVERSITY COMMITTEE, Laura Wulf and Gov. Jean Kang, Co-Chairs ..... XX
  - LONG-RANGE PLANNING COMMITTEE, Gov. Paul Swegle, Chair..... XX
  - MEMBER ENGAGEMENT WORK GROUP, Govs. Kim Hunter and Dan Clark, Co-Chairs ..... XX

**12:00PM – LUNCH WITH WLI FELLOWS, LIAISONS, AND GUESTS**

## SPECIAL REPORTS

### ☐ REPORTS OF TASK FORCES, WORK GROUPS, & LIAISONS

- JUDICIAL INFORMATION SYSTEMS COMMITTEE UPDATE, Robert Taylor, WSBA Liaison ..... xx

## AGENDA ITEMS & UNFINISHED BUSINESS

### ☐ WASHINGTON STATE BAR FOUNDATION ANNUAL REPORT, Kristina Larry, President and Laura Sanford, Foundation Development Officer ..... xx

### ☐ BUDGET & AUDIT COMMITTEE MATTERS, Treas. Dan Clark, Chair and Chief Financial Officer

#### Jorge Perez

- BANK RESOLUTION AUTHORIZING BANKING RELATIONSHIPS ..... xx
- APPROVAL OF THE 2021 LICENSE FEE ..... xx
- RECOMMENDATION TO REDUCE THE CLIENT PROTECTION FUND ASSESSMENT ..... xx
- \$5,000 BUDGET REQUEST TO INCREASE FUNDING FOR A CONTRACT LOBBYIST ..... xx
- \$10,000 BUDGET REQUEST FOR STRATEGIC TRAINING & PLANNING FOR PUBLIC OUTREACH CAMPAIGN ..... xx
- GOVERNOR & OFFICER TRAVEL POLICY ..... xx

### ☐ PERSONNEL COMMITTEE MATTERS, Gov. Alec Stephens, Chair and Director of Human Resources Felix Neals

- FIRST READ: PARTIAL PROPOSED AMENDMENT TO WSBA BYLAWS RE: EXECUTIVE DIRECTOR TERM LIMIT ..... xx
- 1-YEAR EXTENSION OF TERRA NEVITT AS INTERIM EXECUTIVE DIRECTOR ..... xx

### ☐ EXECUTIVE COMMITTEE MATTERS, Pres. Rajeev Majumdar, Chair

- PROPOSED AMENDMENTS TO EXECUTIVE COMMITTEE CHARTER ..... xx

### ☐ LEGISLATIVE COMMITTEE MATTERS, Pres-elect Kyle Sciuchetti, Chair and Outreach & Legislative Affairs Manager Sanjay Walvekar

- 2019-2020 LEGISLATIVE PRIORITIES ..... xx
- 2019-2020 LEGISLATIVE REVIEW COMMITTEE RECOMMENDATIONS ..... xx

### ☐ COUNCIL ON PUBLIC DEFENSE (CPD) MATTERS, Jaime Hawk, CPD Member and Equity & Justice Manager Diana Singleton

- PROPOSED APPELLATE GUIDELINES ..... xx
- PROPOSED DEFENDER RESOURCE GUIDE ..... xx
- PROPOSED GR & REVISED STANDARDS RE: INDEPENDENCE OF PUBLIC DEFENSE ADMINISTRATION (Tentative) ..... xx

## **5:00PM – RECESS**

**SATURDAY, NOVEMBER 23, 2019**

**9:00AM – RESUME MEETING**

**AGENDA ITEMS & UNFINISHED BUSINESS**

- ☐ **PROPOSAL RE WSBA MAGAZINE NAME, Gov. Carla Higginson and Chief Communications Officer Sara Niegowski .....** **XX**
- ☐ **2020 MEETING SCHEDULE RESOLUTION .....** **XX**
- ☐ **ALTERNATIVE DISPUTE RESOLUTION SECTION PROPOSED BYLAWS AMENDMENTS .....** **XX**
- ☐ **BUSINESS LAW SECTION THIRD-PARTY LEGAL OPINIONS .....** **XX**
- ☐ **FIRST READ: PROPOSED AMENDMENT TO WSBA BYLAWS RE: SECTIONS .....** **XX**
- ☐ **PROPOSED POLICY RE: POTENTIAL CONFLICTS IN GOVERNOR/OFFICER ROLES.....** **XX**
- ☐ **GOVERNOR ROUNDTABLE (Governors' issues of interest)**

**12:00 PM – LUNCH (Tentative)**

**EXECUTIVE SESSION**

- ☐ **ANNOUNCE BASIS FOR EXECUTIVE SESSION PURSUANT TO RCW 42.30.110(1)(i) (if needed)**
- ☐ **ACTION RELATED TO EXECUTIVE SESSION (if needed)**

**3:00 PM - Adjourn**

**INFORMATION**

- **General Information .....** **XX**
- **Financial Statements.....** **XX**
- **Washington Leadership Institute (WLI) Fellows Report.....** **XX**
- **FY2019 Fourth Quarter Management Report .....** **XX**
- **Diversity and Inclusion Events .....** **XX**
- **Preview of January 16-17, 2020, Meeting.....** **XX**

## 2019-2020 Board of Governors Meeting Issues

### **NOVEMBER** (Seattle)

#### Standing Agenda Items:

- 2019-2020 Legislative Priorities
- 2019-2020 Legislative Review Committee Recommendations
- WSBF Annual & Financial Reports
- Financials (Information)
- Washington Leadership Institute (WLI) Fellows Report (Information)
- FY2019 Fourth Quarter Management Report (ED Report)
- Office of Disciplinary Counsel Report (ED Report)

### **JANUARY** (Seattle)

#### Standing Agenda Items:

- ABA Midyear Meeting Sneak Preview
- Client Protection Fund (CPF) Annual Report
- Access to Justice Board Annual Report
- Legislative Session Report
- FY2019 Audited Financial Statements
- WSBA Sections Annual Reports (Information)
- Financials (Information)
- FY2020 First Quarter Management Report (ED Report)

### **MARCH** (Olympia)

#### Standing Agenda Items:

- ABA Mid-Year Meeting Report
- Legislative Report
- Financials (Information)
- Supreme Court Meeting

### **APRIL** (Seattle)

#### Standing Agenda Items:

- Financials (Information)
- Office of Disciplinary Counsel Report (ED Report)

### **MAY** (Bellingham)

#### Standing Agenda Items:

- Legislative Report/Wrap-up
- Interview/Selection of WSBA At-Large Governor
- Interview/Selection of the WSBA President-elect
- WSBA APEX Awards Committee Recommendations
- Financials (Information)
- FY2020 Second Quarter Management Report (ED Report)
- Office of Disciplinary Counsel Report (ED Report)

## **JULY (Stevenson)**

### Standing Agenda Items:

- Draft WSBA FY2021 Budget
- WSBA Treasurer Election
- Court Rules and Procedures Committee Report and Recommendations
- WSBA Committee and Board Chair Appointments
- BOG Retreat
- Financials (Information)
- Office of Disciplinary Counsel Report (ED Report)

## **AUGUST (Spokane)**

### Standing Agenda Items:

- Financials (Information)
- Office of Disciplinary Counsel Report (ED Report)
- FY2020 Third Quarter Management Report (ED Report)

## **SEPTEMBER (Seattle)**

### Standing Agenda Items:

- Final FY2021 Budget
- 2021 Keller Deduction Schedule
- WSBF Annual Meeting and Trustee Election
- ABA Annual Meeting Report
- Legal Foundation of Washington Annual Report
- Washington Law School Deans
- Chief Hearing Officer Annual Report
- Professionalism Annual Report
- Report on Executive Director Evaluation
- Financials (Information)
- WSBA Annual Awards Dinner

## **Board of Governors – Action Timeline**

Description of Matter/Issue	First Reading	Scheduled for Board Action
CPD Proposed Defender Resource Packet	Sept 26-27, 2020	Nov 22-23, 2020