

**WASHINGTON STATE BAR ASSOCIATION
LAW CLERK BOARD**

MINUTES

November 3, 2017

The Law Clerk Board met at the WSBA office on November 3, 2017 for the purpose of a regular Board meeting. Participating Board members were: Tonya Hebert, Maureen Wickert, Christell Casey, Sarah Kolpacoff, Raphael Nwokike and Ben Phillabaum, Chair. WSBA staff Renata Garcia, and Chris Coleman Liaison to the Board also attended.

BOARD BUSINESS

Public Agenda

The Board and WSBA staff welcomed the new Law Clerk Board members Tonya Hebert, Sarah Kolpacoff, and Christell Casey. The Board decided to carry the New Board Member Orientation to the February 2, 2017 meeting to also include the new appointed members of the Board John Meyers and Emily Mowry. The Law Clerk Board issue regarding delegation of Board duties to staff was also tabled to the February meeting.

The Board reviewed a petition for advanced standing for one clerk. The Board approved three first-year courses, one second-year course, and one fourth-year course. The Board raised concerns with the clerk/tutor's employment arrangements and plans of study in the program. The Board responded to these concerns, outlining key points in the APR 6 rules and regulations.

Confidential Agenda

- The Board approved the September 8, 2017 meeting minutes.
- The Board approved three assistant tutors for two clerks.
- The Board approved the following fourth year studies requested by one clerk:
 - “Remedies”, “Creditor-Debtor Relations”, “American Indian Law”, “Insurance Law”, “Trial Practicum”, “Land Use Law”.

Evaluations

- The Board conducted four first-year evaluations and approved continuation in the program upon completion of all remaining first year coursework and book reports.
- The Board conducted three fourth-year evaluations and approved successful completion of the program upon submission of all remaining coursework and book reports.

Respectfully Submitted,

Chris Coleman, RSD Analyst