



## LIMITED PRACTICE BOARD

Established by the Washington Supreme Court (APR 12) • Administered by the WSBA

**Robert W. Henry**

Associate Director, Regulatory Services Department  
WSBA Staff Liaison to the Board

**Kim V. Miller, Chair**

David Bastian  
Tina Carroll  
James Chung  
Crystal Flood  
Shelley Miner  
Scott Osborne  
Bill Ronhaar  
Shauna Schraft

### Meeting Minutes – April 18, 2017

Members Present: Kim Miller, chair, David Bastian, Tina Carroll, James Chung, Crystal Flood, Shelley Miner, Scott Osborne, Shauna Schraft, and Bill Ronhaar.

WSBA staff and others present: Bobby Henry, staff liaison; Chris Coleman, RSD Analyst.

#### Board Business

- The minutes of February 14, 2017 were approved.
- The board members and staff introduced themselves as three new members started their terms at this meeting. In addition, RSD Analyst Chris Coleman was introduced to the board as he is handling the day-to-day administration of the program and is the main contact for LPOs.
- The board made committee assignments as set forth in the 2017 Committee Assignment document.
- The board discussed the need for an education requirement in order to be eligible to take the LPO exam. Some considerations are what type of education requirement it should be; for example, a formal degree education or a single course on real property at a community college or finding a company to develop an educational program that prepares the individual specifically for the LPO exam. The board will take this project up at its next meeting.
- The board want to continue receiving educational demographics/statistics of the applicants including of those who passed and failed the exam.
- Now that LPOs are members of the Bar, staff suggested that the annual paper license be replaced with a permanent bar card. The board agreed that a one time issuance of a bar card would be more efficient than annual paper licenses. Bar cards will be issued for the license renewal period following the launch of the new WSBA member directory so that individuals may verify current status of the LPO online easily.

- Kim Miller encouraged fellow board members to participate in presentations at LPO seminars and courses.
- Bobby Henry encouraged the board to have the exam fully prepared, including the answers, by the meeting prior to the exam so that the board may review and discover any issues or concerns prior to the administration of the exam. The board agreed and the exam committee will meet prior to the August meeting to prepare the exam for October.
- Bobby Henry informed the board that Ergometrics will help the board with updating the LPO exam. The contract will begin October 1, 2017. The board should expect to have the exam committee or some other group of board members working with Ergometrics as subject matter experts for the exam writing. This work will begin in October and the first phase is expected to be complete in time for the first exam next year.
- The board graded the problem portion of the exam, resulting in a 28% pass rate overall. The board amended the problem grading policy to clarify that failure to select the correct form results in zero points for selection.

Respectfully submitted,

Bobby Henry