

**Meeting Minutes – August 14, 2018**

Members Present: Shelley Miner, Chair, Tina Carroll, Bill Ronhaar, Crystal Flood, Tom Peterson, Jim Blair, David Timothy Bastian, Scott Osborne and Shauna Schraft (by phone)

WSBA staff and others present: Jean McElroy, Chief Regulatory Counsel; Bobby Henry, Associate Director for Regulatory Services; Jaimie Patneau, Innovative Programs Lead; and Renata Garcia, Innovative Licensing Programs Manager (by phone)

Board Business:

- The minutes of October 17, 2017; January 9, 2018; March 13, 2018 and June 12, 2018 were approved.
- The board discussed LPOs preparing Transfer on Death Deeds (TODD). Board members expressed their concerns about LPOs preparing a document by creating language as opposed to selecting a standard form. Members discussed a previous memo that was sent stating LPOs can complete TODDs and requested that Renata prepare a memo stating that LPOs are no longer allowed to engage in preparation of TODDs. The Board unanimously voted to have this memo written and distributed to all LPOs.
- Jean McElroy discussed the WSBA Board of Governors vote to change the LPO license fees and Client Protection Fund (CPF) assessment and the process for these fees to be put into effect. Jean explained that LPOs are members of the bar and have access to all member benefits that lawyers do (ethics line, discounted CLE courses, Member Wellness, WSBA Connects, etc.). There was a motion to send a letter to the Supreme Court addressing the licensing fee amount. The motion was seconded and passed unanimously. The letter will be circulated via email for final editing, but the Board determined that the letter will address the increase in fees and the Board's unanimous decision that this fee increase is unreasonable.

The Board also unanimously approved that a second letter be written to address the CPF assessment. The Board discussed that LPOs are required to carry insurance and that the insurance requirement paired with the CPF assessment constitutes double coverage and requires LPOs pay more in fees than attorneys. The letter addressing the CPF assessment will also be circulated and edited by the Board via email.



The Board also discussed advising LPOs on how to reach out to their local Board of Governors member to express concerns regarding the increase in fees.

- Jean McElroy delivered a presentation about the coordinated discipline system that is being developed.
- The Board graded the Summer 2018 exams.

Announcements:

- The next Board of Governors meeting is on September 27-28 in Seattle.
- The next LP Board meeting is on October 9, 2018.

Respectfully submitted,

Jaimie Patneauade

