

FY 2025 Committee Assignments

LPO Examination Committee: Identify, with Court approval, subjects to be covered on the LPO examination; develop, write and maintain questions and practical problems for the LPO examination; grade essay and problem sections of the examination.

- CHAIR: 1. Kim Chose
2. Angie Balconi
3. Nate Scott
4. Lisa Hamilton
5. Ursula Jennings

Discipline Committee: Serve as discipline committee under Rules for Enforcement of LPO Conduct (ELPOC) which requires reviewing grievances and making decisions on whether to investigate and/or dismiss. Monitor and make recommendations regarding disciplinary rules.

- CHAIR: 1. Carla Higginson
2. Jeff Leghorn
3. Angie Balconi

Forms Review Committee: Review proposed forms for use by LPOs, develop forms for use by LPOs when necessary, and make recommendations to the Board for the approval of forms for use by LPOs.

- CHAIR: 1. Jeff Leghorn
2. Lisa Hamilton
3. Lori Smith

Liaison Committee: Establish and maintain communication with entities both inside and outside the WSBA, including the Supreme Court, the Board of Governors and the Department of Financial Institutions (DFI).

- CHAIR: 1. Nate Scott
2. Carla Higginson
3. Lori Smith

Rules Committee: Reviews rules related to the LPO license, drafts amendments or new rules when necessary and makes recommendations to the Board for the approval of rules.

- CHAIR: 1. Angie Balconi
2. Ursula Jennings
3. Lori Smith



WASHINGTON STATE BAR ASSOCIATION

To: Limited Practice Board

From: Tiffany Lynch, Director of Finance
Cate Schur, Assistant General Counsel
Paris Eriksen, Manager of Volunteer Engagement

cc: Terra Nevitt, Executive Director
Renata Garcia, Chief Regulatory Counsel

Re: 2027 License Fees

Date: October 7, 2025

Background

As part of a broader operational initiative launched in fiscal year (FY) 2025 and continuing into FY 2026, the WSBA has prioritized a comprehensive review of volunteer stipends and related policies. This effort is aimed at aligning compensation practices across all WSBA entities and ensuring consistency, transparency, and equity in how we support our volunteers.

Project Overview

The current phase of the project involves a detailed review of existing compensation practices, governing rules, and bylaws, including those that prohibit compensation. Our goal is to establish a unified policy that clearly outlines the types of payments allowed, the rationale for those payments, and the process for routine review to ensure appropriateness. In FY 2025, we gathered data on WSBA volunteers and created a unified policy for compensation and payments based on current policies and practices. We then looked at the work performed by volunteers with similar duties to identify inconsistencies in compensation and payments. In FY 2026, we have begun drafting recommendations to address these inconsistencies and will be exploring additional compensation and payment options beyond current allowances.

Identifying Inconsistencies in Exam-Related Compensation

During the course of this review, the Limited Practice Board's (LPB) responsibilities related to exam grading, drafting and review were identified as areas of inconsistency with existing compensation policy. Specifically, while the Board of Bar Examiners (BOBE) receives compensation for similar work, including grading bar exams and reviewing and updating exam content, the LPB currently performs these duties without compensation, due to the restrictions outlined in APR 12(b)(3).

Both boards administer exams twice per year and require subject-matter expertise, time commitment, and professional judgment to ensure exam integrity. The LPB's grading and drafting activities are comparable in scope and complexity to those of the BOBE, yet only the latter is currently compensated. This discrepancy highlights the need for a more equitable and consistent approach to volunteer compensation across WSBA entities.

Current Limitation: APR 12(b)(3)

Under APR 12(b)(3), members of the Limited Practice Board “shall not be compensated for their services.” They may only be reimbursed for “actual reasonable and necessary expenses incurred in the performance of their duties.” Our internal review did not identify a specific rationale for this prohibition, and we believe it may be appropriate to revisit this restriction in light of the broader policy goals outlined above.

Proposals:***Exam Grading***

The LPB administers two exams annually, with grading responsibilities divided between essay and real estate components. Based on the existing structure used by the BOBE, we propose the following payment structure:

Role	Estimated Hours	Proposed Stipend	# of Graders Per Exam	Annual Cost
Essay Grader	2 hrs/exam	\$110/grader	3	\$660
Real Estate Problem Grader	2 hrs/exam	\$110/grader	9	\$1,980
Total			12	\$2,640

Exam Writing and Review Stipend

The LPB Exam Committee meets multiple times per exam cycle to review and revise questions, with additional independent time spent drafting new content. Based on the existing structure used by the BOBE, we propose the following payment structure:

Activity	Estimated Hours	Proposed Stipend	Annual Cost Range
Review Meetings (3–5 members)	4 hrs/exam 8 hrs/year	\$220/member (1 exam) \$440/member (per year)	\$1,320–\$2,200
Question Drafting¹ (1–5 question drafters)	2 hrs/drafter	\$110/drafter	\$220–\$1,100
Total			\$1,540–\$3,300

¹ Includes drafting questions for all components of the exam (multiple choice, essay, and performance problems).

Next Steps

Implementing these proposals would require amending APR 12(b)(3) to allow for compensation. We believe this change aligns with the WSBA's broader goals of equity, transparency, and volunteer support.

We respectfully request your feedback on these proposals and any additional considerations you believe should be addressed. Thank you for your continued service and thoughtful engagement in this important discussion.