



WSBA

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

MEETING MINUTES for January 19, 2017

Washington State Bar Association
1325 Fourth Avenue – Suite 600
Seattle, Washington 98101
1:30 p.m. to 4:30 p.m.

Members present were Steve Crossland, Greg Dallaire, Caitlin Davis, and Nancy Ivarinen. Members attending by phone were Jeanne Dawes, Elisabeth Tutsch, Amy Riedel, Lynn Fleischbein, and Ruth Walsh McIntyre.

Also in attendance were Kellie Dightman (LLLT #116), Barbara Esselstrom (LLLT #105), Bobby Henry, Associate Director of Regulatory Services, Jean McElroy, General Counsel and Chief Regulatory Counsel, and Ellen Reed, LLLT Program Lead.

Call to Order/Preliminary Matters

The meeting was called to order at 1:36 p.m.

- Outreach Update

Steve Crossland and Paula Littlewood are speaking at the ABA midyear conference in Miami in February. LLLT's Barbara Esselstrom and Kellie Dightman are going to speak to an association of legal secretaries in Kitsap and have been working on a client focused brochure.

- Meeting Minutes

The meeting minutes from January 19th were approved with one abstention.

- Site Team Visit

The LLLT Core Curriculum Site Team will visit Whatcom Community College from January 23-24th as part of the curriculum review process.

New Practice Area Committee Report and Consent Agenda

The New Practice Area Committee met during the morning of January 19th and discussed the possibility of LLLTs working with housing law.

- Consent Agenda

The Board unanimously voted to adopt the outline of the Estate and Healthcare Law practice area and establish an advisory committee who may assist in the development of the necessary forms and provide practitioner perspective on the creation of the curriculum.

Family Law Advisory Committee Report & Consent Agenda

Family Law Advisory Committee Chair Nancy Ivarinen reported on the consent agenda items. The Board unanimously voted to allow LLLTs to negotiate (if they have written permission from the client defines the parameters of the negotiation and get written consent to accept offers), allow LLLTs to participate in and prepare paperwork related to dispute resolution proceedings (i.e., mediations, settlement conferences, and arbitration). The Board also adopted the Family Law Advisory Committee's proposed clarification of the rules related to retirement asset allocation and agreed that LLLTs do not have to sign declarations that they prepare on behalf of a 3rd party.

The Board discussed allowing LLLTs to attend specific hearings. The Board voted unanimously to allow LLLT attendance and assistance at hearings related to Protection Orders, Enforcement of Orders, and Modification of Child Support/Post-Secondary Child Support. A motion on allowing LLLTs to attend and assist at hearings on motions for Temporary Orders passed 7 to 2.

Potential LLLT-Client Relationship

The Board discussed how the LLLT-client relationship will function if the Supreme Court approves the Board's potential changes to the LLLT practice areas including allowing LLLTs to negotiate and appear in court. WSBA staff asked for clarification regarding whether or not LLLT clients would still be considered pro se and whether or not LLLTs should enter notices of appearance to clarify their relationship to their client when appearing at hearings or performing other tasks. The Board advised that the LLLT's appearance in court should be handled in a manner similar to how a lawyer would handle unbundled legal services and limited appearances.

Adjournment and Next Meeting

The meeting was adjourned at 3:56 p.m. The next meeting will be held on February 16th at 1:30pm at the WSBA headquarters.