



WSBA

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

Meeting Minutes for August 17, 2017

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

Members attending in person were Steve Crossland, Greg Dallaire, Caitlin Davis, Nancy Ivarinen, Ruth McIntyre, and Amy Riedel. Those attending remotely were Brenda Cothary, Jeanne Dawes, Gail Hammer, Lynn K. Fleischbein, and Sarah Bove, LLLT Candidate.

Also in attendance were Renata de Carvalho Garcia, Innovative Licensing Programs Manager and Joe Terrenzio, LLLT Program Lead.

Call to Order/Preliminary Matters

The meeting was called to order at 1:34 pm.

- **Outreach Update**

Board Chair Steve Crossland reported that he attended the Practice of Law Board retreat where they discussed ways to collaboratively share relevant information. Steve informed Board members that Renata Garcia, Innovative Licensing Programs Manager, is the staff liaison to the Board and is therefore their main contact person and that Joe Terrenzio, LLLT Program Lead, is the main contact person for LLLTs. Renata is also responsible for overall oversight of the license and its administration.

The Board discussed options to potentially secure financial aid for LLLT students and heard a progress report on UW's application for Board Approval of their paralegal program. It appears that other schools are also interested in providing LLLT education, including Yakima Valley and Greenriver Colleges but no applications have been received so far.

- **Approval of Meeting Minutes**

Board member Greg Dallaire moved to approve the July 20, 2017 meeting minutes. The minutes were unanimously approved.

- **Proposed Meeting Schedule (2017-2018)**

Staff presented a proposed meeting schedule for 2017-2018 which was approved.

- **Board vacancies**

Staff liaison Renata Garcia reported that APR 28 rule change effective September 1, 2017 adds two new Board positions: one licensed legal professional (LLLT/Lawyer/LPO) and one member of the public. The Board discussed various ideas including recruiting a former LLLT client, a

distance learning expert, and an economist. The Board asked that applications be sent to Board member Brenda Cothary.

New Practice Area – Immigration Subcommittee Report

New Practice Area Chair Greg Dellaire reported that the immigration subcommittee had a good discussion on the potential practice area, which raised many of the issues that were discussed about five months ago. Greg explained that detention and asylum proceedings are questionable areas and that there is no substantial need for business immigration services as those are largely paid for by employers. Greg further explained that there may be a stronger need for family based immigration practice which the subcommittee will continue to look into. The subcommittee is also looking at federal regulations and exploring other areas within immigration law.

New Practice Area - Personal Services Subcommittee Report

Board member Nancy Ivarinen reported that the subcommittee looked at court provided forms and other subject areas available online to generate a list of possible areas a LLLT could work in. The subcommittee will review and refine the list at the next subcommittee meeting.

Family Law Advisory Committee Report

Committee Chair Nancy Ivarinen reported that the proposed enhancements to APR 28 were discussed with the BOG and were open for public comment. She also reported that the Committee met on August 16 to review the feedback received through comments as well as feedback provided by the Access to Justice Board. The Committee then proposed changes regarding the role of the LLLT during depositions and court appearances as well as responses in contested relocation actions.

The Board discussed education components that will need to be in place to address how LLLTs should respond when asked by a judge or commissioner to answer questions that go beyond their authorized scope of practice.

- **Updated Suggested Amendments to APR 28**

Board member Caitlin Davis moved to approve the updated proposed amendments to APR 28. The updated suggested amendments to APR 28 were approved by unanimous vote.

- **Real Estate Division Form**

Board member Nancy Ivarinen explained that the form is a sample and that it should be provided to the Court as an example of “forms approved by the LLLT Board” for APR 28(F)(6). The Board agreed that the form should accompany the proposed enhancements to APR 28 and be sent to the Court as an example of a form approved by the LLLT Board. The Board asked that the watermark be changed to “sample.”

Adjournment and Next Meeting

The meeting was adjourned at 3:16 pm. The next meeting will be held on September 21 at 1:30 pm.