

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD
Meeting Minutes for May 10, 2018

Washington State Bar Association
1325 Fourth Avenue – Suite 600
Seattle, Washington 98101

LLLT Board Members in Attendance:

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|---|---|
| <input checked="" type="checkbox"/> Stephen Crossland | <input checked="" type="checkbox"/> Nancy Ivarinen |
| <input checked="" type="checkbox"/> Sarah Bove | <input type="checkbox"/> Andrea Jarmon |
| <input checked="" type="checkbox"/> Brenda Cothary (Remote) | <input checked="" type="checkbox"/> Genevieve Mann (Remote) |
| <input checked="" type="checkbox"/> Greg Dallaire | <input type="checkbox"/> Ruth McIntyre |
| <input type="checkbox"/> Jeanne Dawes | <input checked="" type="checkbox"/> Jennifer Petersen |
| <input type="checkbox"/> Stephanie Delaney | <input checked="" type="checkbox"/> Amy Riedel |
| <input checked="" type="checkbox"/> Lynn Fleischbein (Remote) | <input type="checkbox"/> Gail Hammer |
| <input checked="" type="checkbox"/> Kendra Hodgson, Ex Officio (Remote) | |

Staff and Others in Attendance during some or all of the meeting:

Renata Garcia (Innovative Licensing Programs Manager), Bobby Henry (RSD Associate Director), Laura Sommer (LLLT Lead Temp), Doug Ende (Chief Disciplinary Counsel), Tamara Erickson (remote), and Bill Covington.

Call to Order / Preliminary Matters

The meeting was called to order at 1:00 p.m.

- Outreach Update

The Board discussed targeting community colleges and high schools. Jen mentioned that she is shooting a video at her office on Tuesday. Brenda reported that she was invited by the Workforce Education Director Yesenia Rodriguez at Yakima Community College to talk about the LLLT license. The Board discussed the need for an outreach package (flyers, power points, etc) to make sure that the correct information is being disseminated. Amy Riedel and Nancy Ivarinen both mentioned that they are noticing more interest in the LLLT license at Whatcom College. The Board also discussed the need for a potential certification to demonstrate that the 45 core curriculum credits have been met.



Christy Carpenter, Renata Garcia, and Sarah Bove presented at the NALS CLE in April. There seems to be a lot of interest in LLLT license, but not necessarily in family law. Jennifer Ortega is speaking tomorrow at Highline CC, Barb Esselstrom is presenting on June 2, and Steve Crossland is meeting with Justice Gonzalez.

- Approval of Meeting Minutes

The March 15, 2018 meeting minutes were approved.

- Approval of Board Meeting Schedule

The Board approved the meeting schedule for FY19. The Board discussed changing the day of the meeting, but decided to continue meeting on the third Thursday of each month. Changing the day/time is always open for discussion.

There was a motion to cancel the July Board meeting in order to stay within budget and also because of the deadline for comments on the proposed new practice area. Motion passed.

New Practice Area

A draft of the potential new practice area - Consumer, Money, and Debt Law - has been distributed for comments. Deadline for comments is July 16, 2018.

The Board discussed creating an automated response for questions received via email as well as having someone personally reply as needed. There was a motion that the New Practice Area Committee chair and a subcommittee of the work group be authorized to respond to comments and questions received with the approval of the LLLT Board. The motion passed.

Sarah Niegowski from WSBA Communications Department reported that the LLLT license is a very high priority for her department. One of the main priorities is to make sure that the public is aware of the program. She is putting together an outreach package including a video for different audiences, (mid-career adults, younger students, and counselors), and a plan to attend paralegal CLEs, career fairs, and a quarterly meeting with licensed LLLTs.

The Board discussed a well thought out comment sent by Edgar Hall. Mr. Hall offered to give more input to the Board. The Board discussed the possibility of inviting him and others to speak to the Board.

Site Team Report

Bill Covington reported that current UWCC students are enthusiastic about the program. The Board discussed some concerns including the fact that the UWCC Paralegal Program is still in the design process. There is also no full time teacher or advisory staff.



The Board discussed the possibility of having the site team re-visit the UWCC Paralegal Program in a year to follow up on items of concern. The Board also discussed the fact that Continuum College students don't have access to the same services that other UW students have.

There was a motion that the UWCC paralegal studies program be approved to teach the LLLT core curriculum. The motion passed.

Staff Report

- Renata and Sarah Bove will attend the May 25, 2018 ATJ Board meeting to give a report on the LLLT license and talk about the proposed new practice area.
- LLLT quarterly meeting – should someone from the LLLT Board attend their meetings?

Financial Aid Discussion

There is a meeting set up for next week to discuss the process for getting financial aid for continuing education. State and federal rules prohibit financial aid for continuing education. The Board demonstrated an interest in having a financial aid expert meet with Board.

LLLT RPC Suggested Amendments

Doug Ende reported on draft amendments to Title 7 LLLT RPCs relating to simplifying lawyer advertising. To coordinate LLLT rules with lawyer rules. There was a motion to approve the recommended changes to 1.0B, 1.5, and 7.1 – 7.5 and submit to the Court for review. Motion passed.

Retreat Planning and July Board Meeting

The Board mentioned the importance of focusing on team building at the retreat and the possibility of having someone facilitate the retreat. The Board retreat is on Saturday, June 23, from 11:00am until 5:00pm, followed by a group dinner at 7:00pm, and Sunday morning starting at 9:00am (breakfast included).

Adjournment

The meeting adjourned at 3:30 p.m.

