

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD
Meeting Minutes for September 9, 2019

Washington State Bar Association
1325 4th Avenue, Suite 600
Seattle, WA 98101
1:00 p.m. to 4:00 p.m.

LLLT Board Members in Attendance:

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| <input checked="" type="checkbox"/> Stephen Crossland, Chair | <input checked="" type="checkbox"/> Nancy Ivarinen |
| <input checked="" type="checkbox"/> Sarah Bove | <input checked="" type="checkbox"/> Andrea Jarmon (remote) |
| <input checked="" type="checkbox"/> Catherine Brown | <input checked="" type="checkbox"/> Genevieve Mann (remote) |
| <input checked="" type="checkbox"/> Christy Carpenter | <input checked="" type="checkbox"/> Ruth McIntyre |
| <input checked="" type="checkbox"/> Brenda Cothary (remote) | <input checked="" type="checkbox"/> Carolyn McKinnon (Ex Officio) |
| <input checked="" type="checkbox"/> Jeanne Dawes (remote) | <input checked="" type="checkbox"/> Jennifer Petersen |
| <input checked="" type="checkbox"/> Stephanie Delaney (remote) | <input checked="" type="checkbox"/> Amy Riedel (remote) |
| <input checked="" type="checkbox"/> Gail Hammer (remote) | |

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

Bobby Henry (Associate Director of Regulatory Services), Christine Downing (LLLT), Jean McElroy (Chief Regulatory Counsel and Director of Regulatory Services), Lesli Ashley (remote), Nancy Hawkins (remote), Renata Garcia (Innovative Licensing Programs Manager), and Rachel Konkler (Innovative Licensing Analyst).

Call to Order / Preliminary Matters

The meeting was called to order at 1:03 p.m.

Approval of Meeting Minutes

The Board requested two corrections to the August 28, 2019 minutes. The minutes were then approved by consensus.



Outreach Update

The Board discussed recent and upcoming events related to the LLLT license. Steve Crossland will be participating in a panel for a presentation on Independent Paralegals with the Organizing Committee for the ABA Unauthorized Practice of Law School in November.

LLLT Board Response to *NWLawyer* Treasure's Note (September Issue)

The Board is in the process of drafting a response to Treasurer Dan Bridges' note in the upcoming September issue on *NWLawyer*. The Board approved the draft response letter, with edits, which is expected to appear in the October issue of *NWLawyer*.

Introductions

The Board welcomed new Ex Officio member, Carolyn McKinnon.

Committee Reports

The Family Law Practice Area Workgroup reported that it is developing bench cards to provide to judicial officers in order to inform them of the role of LLLTs in the courtroom. Workgroup members will prepare a first draft of the proposed bench card for review at the next meeting.

Revised Practice Area curriculum requirements were presented for Board approval. The Board approved the Practice Area curriculum requirements. Revised Family Law and Professional Responsibility Exam Study Guides were presented and approved by the Board.

Discussion re Upcoming Family Law Classes

The Board further discussed planning for the next cohort of Family Law classes but did not take any action.

Adjournment

The meeting adjourned at 3:59 p.m.

