

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD
Meeting Minutes for March 16, 2020

Washington State Bar Association
Remote meeting
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 type="checkbox"/> Crystal Lambert-Schroeder |
| <input type="checkbox"/> Zachary Ashby | <input checked="" type="checkbox"/> Carolyn McKinnon (Ex Officio) |
| <input checked="" type="checkbox"/> Sarah Bove | <input checked="" type="checkbox"/> Jennifer Ortega |
| <input type="checkbox"/> Catherine Brown | <input checked="" type="checkbox"/> Jennifer Petersen |
| <input checked="" type="checkbox"/> Christy Carpenter | <input checked="" type="checkbox"/> Judith Potter |
| <input checked="" type="checkbox"/> Stacy Davis | <input checked="" type="checkbox"/> Amy Riedel |
| <input type="checkbox"/> Stephanie Delaney | |
| <input type="checkbox"/> Charlotte Frock | |
| <input checked="" type="checkbox"/> Nancy Ivarinen | |
| <input type="checkbox"/> Andrea Jarmon | |

WSBA Staff in Attendance:

- Renata de Carvalho Garcia
- Rachel Konkler
- Jean McElroy

Others in Attendance During Some or All of the Meeting:

Jorge Perez (WSBA Chief Financial Officer), Nancy Hawkins, and P.J. Grabicki (WSBA BOG Liaison).

PUBLIC SESSION

Call to Order / Preliminary Matters

The meeting was called to order at 1:05 p.m.

Approval of February 3, 2020 Meeting Minutes

The February 3, 2020 minutes were approved with a correction requested.



Outreach Update

Amy, Nancy, and Jen attended an event at Fairhaven College and also had a successful meeting with Western Washington University recently.

Sarah attended a successful career panel at Showalter Middle School on March 4th.

Jean attended a meeting with the Washington Legal Practice Subcommittee and reported that they are interested in the LLLT license.

Steve provided a recap of the National Center for State Courts' focus group on March 10th, which some LLLTs participated in. The National Center for State Courts is currently conducting its second evaluation of the LLLT program. Their preliminary evaluation of the program was published on March 2017.

Staff reported that they have been asked to remove the WSBA logo from the draft judicial bench card, which is circulating for review, as well as the LLLT rack cards that were created for public outreach. The rack cards will not be circulated further at this time while revisions are made.

Innovative Licensing Pipeline Presentation

Jean presented on each of Washington's innovative licenses: Rule 9 licensed legal interns, Rule 6 Law Clerks, LLLTs, and Limited Practice Officers (LPOs). She reported that 65% of the Washington population does not have a Bachelor's degree, and explained how programs such as the LLLT and LPO provide a way for historically marginalized and underrepresented students to enter the legal profession.

Staff Report

Rachel updated the Board on how many students are estimated to be in the pipeline towards LLLT licensure.

Renata presented the LLLT social impact sheet to the Board, which was created from data collected from the December 2019 LLLT questionnaire.

Staff provided a recap of the conference call with community colleges representatives, held on March 5, 2020 to begin a collaborative discussion with the colleges for LLLT course instruction. Three new colleges have expressed interest in LLLT program involvement: South Puget Sound Community College, Yakima Valley College, and Wenatchee Valley College.

Committee Reports

Nancy met with Chief Administrative Law Judge Lee and Assistant Deputy Chief Administrative Law Judge Sullivan to discuss the Administrative Law proposed new practice area for LLLTs. It was suggested that if Administrative Law is approved as a new practice area, the practice area education should consist of at least six credits in order to meet financial aid eligibility criteria.



Proposals for the proposed Administrative Law practice area and Eviction and Debt Assistance practice area have been drafted and will be provided to the LLLT Board for feedback.

The Unemployment Law Project has reported a significant increase in unemployment cases during the current COVID-19 pandemic. In an email to the Access to Justice Community listserv, the Unemployment Law Project's Executive Director John Tirpak emphasized the need for volunteer legal support in administrative hearings in unemployment law during this crisis. Nancy reported that based on a previous phone call with John, the ULP is supportive of LLLTs providing services in Administrative Law.

LLLT Budget Discussion

Chief Financial Officer Jorge Perez joined this portion of the meeting. A confidential draft of the LLLT budget plan was shared. Jorge clarified that the FTE allocation in the budget is not equivalent to the headcount of individual staff, but represents how much of staff time is allocated to the LLLT program. A PowerPoint presentation is being prepared for the Budget and Audit Committee presentation on April 20.

Annual Meeting with the Supreme Court

Nancy Hawkins stated that according to an email she received from the Supreme Court, the April 1 meeting with the Court has been cancelled.

Education Equivalence Research

The education equivalence sub-committee met last week to discuss the limited-time waiver requirement.

The Board moved to update its policies on the Paralegal Core Competency Exam (PCCE), eliminating the requirement that all limited-time waiver recipients pass the PCCE. Waiver recipients must already pass one of three approved paralegal competency exams in order to receive a waiver.

Adjournment

The meeting adjourned at 3:15 p.m.

