

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD
Meeting Minutes for April 13, 2020

Washington State Bar Association
Remote meeting
1:00 p.m. to 4:00 p.m.

LLLT Board Members in Attendance:

- | | |
|-------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Stephen Crossland, Chair | <input checked="" 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
- Terra Nevitt

Others in Attendance During Some or All of the Meeting:

Mirisa Bradbury, P.J. Grabicki (BOG Liaison), and Sherri Donley.

PUBLIC SESSION

Call to Order / Preliminary Matters

The meeting was called to order at 1:07 p.m. Nancy Ivarinen chaired the meeting in Steve Crossland's absence.

Approval of March 16, 2020 Meeting Minutes

The March 16, 2020 meeting minutes were approved.



Outreach Update

There was no new outreach reported other than what was captured in the monthly outreach document.

Staff Report

Rachel provided an update on the LLLT pipeline and a summary of the January 2020 pipeline survey results.

In-Person Education for LLLTs

The Board discussed the mandatory supplemental education requirement for LLLTs and those seeking to become LLLTs, which was implemented after the Supreme Court adopted enhancements to APR 28 and the LLLT scope of practice in May 2019. The next mandatory supplemental education event is scheduled for June 26-27, 2020. Due to the current COVID-19 public health crisis, the Board voted to offer the June 2020 supplemental education event entirely online.

LLLT Program Business Plan

The Board discussed its efforts to collaboratively create a business plan with the Budget and Audit Committee. The next Budget and Audit Committee meeting is on April 20, 2020. Board members Sarah Bove and Jennifer Ortega have been attending Budget and Audit Committee meetings, and volunteered to continue attending them.

Discussion re Potential Administrative Law Practitioner Course

Nancy suggested that a six-credit course be offered for LLLTs who wish to become licensed in Administrative Law, if the Supreme Court approves Washington Administrative Law as a new practice area for LLLTs. The six-credit course would allow students to be eligible for financial aid. Through ongoing collaboration with the community colleges who teach the LLLT core education, staff will invite the colleges to consider developing a common practice area curriculum. Common course numbering and a common core curriculum will also be discussed with the community colleges.

Board Nominations

The terms of six LLLT Board members will be ending in FY 2020. The Board received and reviewed four applications and nominated all four applicants to serve on the LLLT Board. The Board discussed the need for further outreach to fill the remaining two open positions for FY 2021. Board members with recommendations should contact Nancy Ivarinen, the Chair of the Nominations and Outreach Committee.

Paralegal Core Competency Exam Discussion

Staff presented a memo in response to the changes to the LLLT Board Policy made at the March 13, 2020 meeting, which removed the Paralegal Core Competency Exam (PCCE) requirement for waiver recipients (because waiver recipients are required to pass a more advanced paralegal examination). Staff explained that the policy changes made at the March 13, 2020 meeting are



not valid because PCCE passage is required under APR 3(e) in order for an applicant to sit for the LLLT exam. Therefore, elimination of PCCE passage requirement for waiver candidates would require a change to APR 3(e). The Board discussed the change and after identifying it as a clerical correction, directed staff to draft proposed amendments to APR 3(e) using the language in APR 28 Regulation 4 as a guide to ensure consistency.

May 11, 2020 LLLT Board Meeting

The Board elected to hold the May 11, 2020 meeting remotely.

Adjournment

The meeting adjourned at 3:05 p.m.

