

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

Meeting Minutes for January 8, 2024

Virtual Meeting
1:00 p.m.

LLLT Board Members in Attendance:

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| <input checked="" type="checkbox"/> Sarah Bové | <input checked="" type="checkbox"/> Crystal Lambert |
| <input checked="" type="checkbox"/> Margaret Bridewell | <input type="checkbox"/> Phyllis Lykken |
| <input checked="" type="checkbox"/> Christy Carpenter | <input checked="" type="checkbox"/> Jennifer Ortega |
| <input checked="" type="checkbox"/> Steve Crossland, Chair | <input type="checkbox"/> Athan Papailiou |
| <input checked="" type="checkbox"/> John Darling | <input checked="" type="checkbox"/> Amy Riedel |
| <input checked="" type="checkbox"/> Deanna George | <input checked="" type="checkbox"/> Nicole Searing |
| <input checked="" type="checkbox"/> Nancy Ivarinen, Vice Chair | |

Liaisons in Attendance

- Kristina Larry, BOG Liaison
- Cathy Biestek, WSBA Staff Liaison

Other WSBA Staff in Attendance:

- Renata de Carvalho Garcia, Chief Regulatory Counsel
- Bobby Henry, RSD Associate Director
- Terra Nevitt, Executive Director
- Kat Skinner, Law Clerk Lead
- Anne Trent, Paralegal

PUBLIC SESSION

Call to Order / Preliminary Matters

The meeting was called to order at 1:03 p.m. by Chair Steve Crossland.

Meeting Minutes

The Board approved the October 9, 2023, meeting minutes.

Outreach and Press Update

At the next Board meeting, Chair Steve Crossland would like to discuss UPL and the North Carolina lawsuit regarding access to justice. The Board was informed that The King County Bar Association is now allowing LLLTs to join.

APR 28 Proposed Amendments Status Update

Cathy Biestek, WSBA Staff Liaison, informed the Board of the APR 28 amendments that were adopted and rejected by the Supreme Court. The amendments will go into effect once they are published. The Board would like WSBA staff to draft a notification to LLLTs regarding the APR 28 amendments.



LLLT Board Forms

Jennifer Ortega discussed a draft “Acknowledgment of Satisfaction of Equalization Payment” form. She stated that the form requires additional edits and asked for feedback from the Board. Board and other feedback included adding an acknowledgment for partial receipt, expand form to include different scenarios, and consider creating an instruction sheet so LLLTs would have guidance on the proper use of this form. Jennifer Ortega and the Family Law Practice Area Committee will continue to review.

Resolution Washington

The Board discussed an LLLT’s suggestion to the Board to have a representative from Resolution Washington (ResWA) come to a Board meeting and give a presentation to the Board. ResWA is a mediation center that would like to get LLLTs to supply their information to their local dispute resolution center so ResWA can easily find LLLTs to refer pro se clients to. The Board concluded that a presentation to the Board would not be necessary.

Proposed Presentation to the WSBA Board of Governors (BOG)

The Board discussed the BOG meeting that will be held in Spokane on March 7-8, 2024. The Board would like to present information about the history and purpose of the LLLT license, national trends relating to adoption of paraprofessional licenses, and a status update of the LLLT program post-sunset. WSBA staff will send a survey to LLLTs and draft a PowerPoint presentation with the information received.

Proposed BarNews Article

The Board discussed the Communications and Family Law Practice Area Committees drafting an article for the WSBA *BarNews* publication about LLLTs and how to incorporate LLLTs into a law firm’s service providers. The Board believes this would be helpful for businesses and the public.

Draft LLLT Survey

The Board discussed questions to include on the LLLT survey that will be used for the BOG presentation on March 7-8, 2024. The survey will state that the information gathered is confidential. The Board voted to approve the survey after minor edits were made. WSBA staff will send the survey to all licensed LLLTs.

Board Member and Public Comments

A member of the public voiced concerns about the “Acknowledgment of Satisfaction of Equalization Payment” form draft that was reviewed during the LLLT Board meeting. Another member of the public asked for a list of LLLT Board committees and information on how to join or work with a committee.

Adjournment

Public session of the meeting adjourned at 2:33 p.m. by Chair Steve Crossland

Respectfully submitted,

Cathy Biestek,
WSBA Staff Liaison to LLLT Board