

**LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD**

**Meeting Minutes for December 9, 2024**

Virtual Meeting

1:00 p.m.

**LLLT Board Members in Attendance:**

- ☒ Sarah Bové
- ☐ Margaret Bridewell
- ☒ Jen Bull
- ☒ Ted Cropley
- ☒ Steve Crossland, Chair
- ☒ John Darling
- ☒ Miryam Gordon
- ☒ Nancy Ivarinen, Vice Chair

- ☒ Crystal Lambert
- ☒ Jennifer Ortega

**Liaisons in Attendance**

- ☐ Tom Ahearne, 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

**PUBLIC SESSION**

**Call to Order**

The meeting was called to order at approximately 1:05 p.m. by Chair Steve Crossland.

**October 7, 2024, Meeting Minutes**

The Board approved the October 7, 2024, meeting minutes.

**Press and Outreach Update**

Board discussed current press and outreach news, including other jurisdictions that are creating or are looking at creating similar limited legal license type and interest in creation of a national model or standard for limited legal licenses.

**FLPAC Minor Guardianships CLE Update**

The Minor Guardianships CLE took place November 19, 2024, with 75 LLLTs attending. The Committee will decide when and how it will be offered in spring 2025 to those LLLTs who were unable to attend in November.



**Limited License Review Committee**

The Board approved the Limited License Review Committee charter as amended to include the ability to liaison with subject matter experts and individuals as well as entities.

**Board Member and Public Comments**

Nancy suggested the Board consider what they would like to work on when the Board meets in person on April 14. Suggestions included reviewing bench cards and other ideas for promoting and educating others on the LLLT license; review the LLLT scope of practice for improvements; and review internal Board procedures for when taking action on a matter via email.

**Adjournment**

Meeting adjourned at 2:24 p.m. by Chair Steve Crossland

Respectfully submitted,

Cathy Biestek,  
WSBA Staff Liaison to LLLT Board