

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

Public Meeting Minutes for May 12, 2025

Hybrid 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
- Amy Riedel

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
- Anne Trent, RSD Paralegal

PUBLIC SESSION

Call to Order

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

April 14, 2025, Meeting Minutes

The Board approved the April 14, 2025, meeting minutes.

Press and Outreach Update

Board briefly discussed current press and outreach news, including a recent IAALS report entitled The Benefits of Aligning States on Legal Paraprofessionals by Michael Houlberg.

FLPA Committee Update

The committee is working with WSBA staff to determine next steps for moving CLEs forward. The date for the Minor Guardianships CLE will need to be rescheduled. Updates are also being made to the rack cards and the bench card.



Limited License Review Committee

Christy is stepping down as chair of the committee but will remain a member. Michael Houlberg from IAALS gave a presentation on reciprocity between states. The committee discussed the need for a standardized title for allied legal professionals, as well as the current status in the seven states that have implemented ALP programs. Meetings are scheduled through October. Steve expressed willingness to serve as chair but indicated a preference for someone else to take on the role.

Committee on Professional Ethics Procedures

Jennifer Ortega attended the Professional Ethics Committee meeting, where the discussion focused on how to coordinate potential rule changes affecting LLLTs, LPOs, and lawyers. Questions were raised about the appropriate process for making these changes. The Board suggested reaching out to IAALS for guidance. There was also a suggestion to reconvene the RPC Committee to review the LLLT rules.

Edits to LLLT Board webpage

There was a request to add more information to the webpage. Specifically, it was suggested that the bottom of the page include links to historic information, annual reports, the presentation to the BOG, related materials, and the video. It was also suggested to add the rack cards and bench card as downloadable PDFs.

Procedure for Requesting Items be Added to Agenda

Miryam raised a question about how items are added to the agenda and expressed the need for a clear process or form. However, there was concern that requiring a form could unintentionally slow the process or result in items being excluded if the form isn't completed. It was suggested that information about the agenda process be included in the onboarding materials for board members. Sarah will develop a way for members to submit proposals, possibly an optional simplified form or alternative method.

TAXICAB

The Supreme Court signed an order establishing a formal working relationship between the Bar Association and Supreme Court boards.

LLLT Board Member FY2026 applications are being accepted

The application period is currently open to fill four member positions with terms starting October 1, 2025. Three current board members with terms ending September 30, 2025 are eligible to apply for another 3-year term.

Board Member and Public Comments

Adjournment

Meeting adjourned at 2:30 p.m. by Chair Steve Crossland

Respectfully submitted,

Cathy Biestek,
WSBA Staff Liaison to LLLT Board