

Meeting Minutes  
November 13, 2017

Members Present: Chair Shannon Kilpatrick, Ralph Anderson (phone), Sara Beigh (phone), Olga Blotnis, Jody Cloutier (phone), Rike Connelly, Jefferson Coulter (phone), Stephanie Dikeakos, Shelby Lemmel, Richard Greene, D. Jack Guthrie (phone), Karen Horowitz (phone), Caryn Jorgensen (phone), Judith Lonquist, Alison Markette (phone), Timothy Moran, Ashton Rezayat (phone), Elizabeth Rene (phone), Ann Summers, Jon Zimmerman (phone), Judge Blaine Gibson (phone), Judge Kevin Korsmo (phone), and Judge Rebecca Robertson.

Members Excused: Cindy Alexander, John Ledford, Jerry Moberg, Dalynne Singleton, and James Smith.

Also Attending: Kevin Bank (WSBA Assistant General Counsel), Shannon Hinchcliffe (AOC Liaison), Brian Tollefson (BOG Liaison), and Sherry Lindner (WSBA Paralegal).

Chair Shannon Kilpatrick called the meeting to order at 9:30 a.m.

Welcome and Introductions

The Chair welcomed the Committee and asked each member to introduce him or herself.

The Chair explained that the rules up for review in this year's cycle are the Superior Court Criminal Rules (CrR) (subcommittee chaired by Ann Summers), the Superior Court Criminal Rules for Court of Limited Jurisdiction (CrRLJ) (TBD), and the Subcommittee X (subcommittee chaired by Rika Connelly).

The Chair explained that the majority of the work is done in the subcommittees and attendance at those meetings is crucial. It is also very important that subcommittees reach out to stakeholders and interested parties or receive feedback and input. Subcommittee meetings are open to the public.

The Chair discussed the rule making process and stated that getting the input of other members and stakeholders is very crucial to vetting and scrubbing a rule. The Chair further discussed the Committee's timeline and deadlines in order for the Board of Governors to get materials to the Supreme Court by their annual deadline.

The Chair requested Committee members to please respond to the meeting notices RSVP so that the Chair knows how many people will attend and if there will be a quorum.

The Chair further explained that members should read the materials before the meetings so that the Committee may have everyone's informed input. Exact language of rules is a critical focus.

Mr. Bank discussed that WSBA is subject to public disclosure requirements that are similar but not identical to those governing state agencies. Communications of the Committee, including emails on which WSBA staff is copied, are subject to disclosure if a records request is made. The Committee does not have executive session and all Committee meetings (including subcommittee meetings) are open to the public. Mr. Bank also stated he would provide a template "Report" for subcommittee chairs to complete on a monthly basis so that all members of the Committee are kept apprised of each subcommittee's work and progress.

Ms. Lindner explained the reimbursement policy – parking and mileage will be reimbursed. The WSBA will reimburse the cheapest method of travel and asked members to be considerate if they need hotel accommodations. Ms. Lindner also stated that if it is easier to attend meetings by telephone to please do so.

Chair Kilpatrick thanked everyone and is looking forward to a very productive year.

The next meeting is scheduled for January 8, 2018.

There being no further business, the meeting was adjourned at 10:10 a.m.