



Meeting Minutes
October 15, 2025
In-Person/Remote Hybrid Meeting
1:00 p.m. - 3:30 p.m.

Practice of Law Board Members in Attendance:

- Lesli Ashley, Chair
- John Dirgo Deweese
- Rory Hardy
- Cindy Kim
- Melissa Kover
- Ellen Reed

- Ronald Satterthwaite
- Craig Shank
- Leah Snyder
- Murugeswari Subramanian
- Michael Terasaki
- Aaron Vanderpol
- Shainna Xi

Liaisons in Attendance:

- Bobby Henry, WSBA Staff Liaison
- Kevin Fay, BOG Liaison

Other WSBA Staff in Attendance:

- Renata de Carvalho Garcia, Chief Regulatory Counsel
- Anne Trent, RSD Paralegal
- Cathy Biestek, Managing Regulatory Counsel
- Terra Nevitt, Executive Director

PUBLIC SESSION

Call to Order

The meeting was called to order at 1:03 p.m. by Chair Lesli Ashley.

Welcome New Members and Introductions

Members of the Board introduced themselves.

POLB Member Orientation

WSBA staff delivered the orientation presentation.

Meeting Minutes for Approval

September 17, 2025, meeting minutes were approved. Shainna, Michael, Ellen, Leah and Cindy abstained from voting.

Entity Regulation and Regulatory Reform Overview

A history of the Entity Regulation Pilot Project was given to the Board.

Innovation for Providing Legal Services

Entity Regulation Pilot Project Update:

1. Application Launch

- The application portal will open on October 21st.
- A link to the participant manual is now available on the website.

- The application form is also linked on the site. Currently, users can browse the form but will not be able to submit until the 21st.

2. Communication & Outreach

- Discussion on identifying the next audience for outreach efforts.
- Brainstorming began on potential informational videos to support applicants and raise awareness.

3. Next Phase

- The upcoming phase will focus on receiving and analyzing applications.
- It is currently unclear how many entities are ready to apply, though there is known interest from organizations in Utah (UT) and Arizona (AZ).
- A fact sheet for the pilot project was briefly discussed and noted that there is one on the WSBA website.

Unauthorized Practice of Law Complaints Summary

A summary of UPL complaints received and referred was presented to and reviewed by the Board.

Education Committee

Michael informed the Board that two meetings of the Education Committee have been held so far, and participation remains open for others to join. The committee is currently focusing on 2–3 top priority projects. One project is creating a website or webpage for the public for centralized and enhanced access to educational materials. Another goal is to improve the usability of the legal directory, making it easier for the public to navigate and find relevant legal resources. The group discussed strategies to fulfill the mandate under GR 25(b)(1), which emphasizes educating the public on how to find legal assistance. The focus is not only on locating a lawyer but also on helping individuals evaluate legal professionals and understand what to expect when working with one.

POLB Press, Update, & Information Sheet

Board members reviewed recent articles and upcoming events.

Adjournment

The meeting adjourned at 3:09 p.m.

Notice: Some material in this publication was generated using Microsoft Copilot and was reviewed for accuracy by Anne Trent and Bobby Henry, members of the WSBA Regulatory Services Department, before publication.