



Meeting Minutes
January 21, 2026
Remote Meeting
1:00 p.m. - 3:00 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.

Meeting Minutes for Approval

November 19, 2025, meeting minutes were approved. Rory abstained from voting.

Entity Regulation Application Committee

The committee has met and prepared for application reviews, developing a rubric to guide the evaluation process and ensure that all criteria are addressed. The rubric supports identifying questions for the compliance officer and serves as a tool when receiving applications. Legata has submitted an application, and the committee has scheduled a meeting with the compliance officer to review it. They have received two additional applications, one from Law on Call and another from Cascade Legal Services. WSBA staff will post these applications to the website after receiving the redactions. WSBA staff are scheduling meetings for individuals interested in the Entity Regulation project to meet with Bobby and Renata to address their questions.

Quarterly Entity Regulation Report to Court

The Board and the WSBA are updating the Court on a quarterly basis through a brief status report, which will include notice that three entities have submitted applications. The report also includes information about IT developing an online reporting tool for use by authorized entities participating in the pilot, addressing IOLTA-related matters as part of the ongoing work, and undertaking communication and outreach efforts, including

developing a PowerPoint presentation for use with various groups to discuss the project. **Unauthorized Practice of Law Complaints Summary**

WSBA Paralegal Anne Trent provided a summary of UPL complaints received and referred.

POLB Press, Update, & Information Sheet

Board members reviewed recent articles and upcoming events.

Adjournment

The meeting adjourned at 1:32 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.