

PRO BONO AND PUBLIC SERVICE COMMITTEE KICK-OFF MEETING
October 8, 2019 – 12:00 to 2:00 p.m.

Washington State Bar Association, 1325 4th Ave, 6th Floor, Seattle
Conference Call: 1.866.577.9294 | Participant Code: 52111#

Meeting Minutes

The Pro Bono and Public Service Committee works to enhance a culture of service by promoting opportunities and best practices that encourage WSBA members to engage in pro bono and public service with a particular focus on services to underserved low and moderate income people.

Present: Nancy Chupp, Nick Larson, Paul Okner, Yuan Ting, Kathryn Tucker, Brendan Vandor

Present by Phone: Bonnie Aslagson, Althea Paulson, Andrew Phillips, Christine Anderson, Jennifer Mackley

Unable to Attend: Na Crabtree, Kristina Ralls

WSBA Staff: Paige Hardy

ATJ Board Liaison: Michelle Lucas

Meeting Called to Order: 12:10 pm

Committee members went around introducing themselves and the number of years they have served on the Committee. Currently, the Committee has 13 official members, but we can have up to 18 members. Nick noted that in order to have a committee meeting under WSBA bylaws, there needs to be a quorum.

Paige went over the [PBPS page](#) and the WSBA [Volunteer Toolbox](#).

Nick went over the highlights of the Committee's accomplishments in FY19. The NW Detention Center letter that was passed at the September BOG meeting received unanimous support and each governor signed in their individual capacity. Althea, Paul, and Ian Munce all attended the meeting to present the letter on behalf of the Committee. He also reviewed the ways that the Committee has involved itself in promoting Celebrate Pro Bono month.

Paige went over the history of the Alliance for Equal Justice, the Civil Legal Needs Study, and the State Plan for the Coordinated Delivery for Civil Legal Aid.

Workgroup Discussion and Updates: Nancy introduced the Committee's workgroups. Since much of the Committee work happens through the workgroups, all Committee members are expected to join at least one workgroup. Returning members are free to remain on their current workgroup or join others. The current workgroups are policy, rules, CLE, publications, and technology. Workgroups meet regularly or as needed between full Committee meetings. At each full Committee meeting, each workgroup leader(s) give an update. Nancy passed around a sign-up sheet for new and returning members to identify their choice of workgroup. For those not attending in person, please email your choice of workgroup(s) to Paige. Nancy asked each lead to share about past projects of the workgroups, current projects, and how, and how often, the committee typically meets.



Technology Workgroup: Paul is the lead and reported the following: This is a new workgroup. The top priority for this group will be to work on the ProBonoWa.org website. Most of the members are people outside of this Committee, people in the legal community with an interest in updating this website. The workgroup is working collectively to make the site more user-friendly. Meetings are mostly monthly conference calls.

CLE Workgroup: Jennifer shared that the CLE workgroup met through conference calls. The work this past year included planning a Legal Lunchbox with the Office of Administrative Law Judges, an October 15th CLE with UW Law. The workgroup is planning future CLEs focused on family law. The workgroup will also be working on a survey for committee liaisons to share with their entities.

Jennifer shared that UW Law has Social Justice Tuesdays for its law students and this Committee could help identify speakers/panelists, although these programs are not CLEs.

Policy Workgroup: Nancy shared that the workgroup was originally created to develop model pro bono policies, which were officially adopted in July 2019. Over the past few months, workgroup members drafted an article about the policies that will be featured in the October issue of the NWLawyer magazine and also worked with Paige to start publicizing the model policies through WSBA online resources. The workgroup will continue to focus on publicizing the model policies and responding to questions/providing feedback for those who want assistance with the policies. It is possible this workgroup will cease to exist at some point or merge with another group now that its primary project is completed. Meetings occur via conference calls. Nancy does not anticipate a lot of meeting times going forward.

Publications Workgroup: Paul shared that the workgroup has gone through different variations, but could benefit from new leadership and vision.

ACTION TAKEN: Paul made motion to change Publications workgroup name to Communications workgroup name. The Committee unanimously approved the motion.

Rules Workgroup: Althea shared that a lot of the work has focused on reducing barriers for attorneys to change to emeritus status. The goal is to present these proposals for action before the Board of Governors this fiscal year.

Bonnie also shared that years of practice requirement is the major push, along with clarification about volunteer work, changing the name of the license from “emeritus pro bono” to “pro bono.” This name change ideally will make it clear to attorneys that they can switch to this license type at any point in their career not just at the end of their career. Meetings are about an hour by phone during the lunch hour once a month.

Paige clarified that pro bono attorneys are not precluded from volunteering with more than one QLSP.

Once everyone has signed up for a workgroup assignment, Paige will be circulating a committee roster with contact information, along with workgroup assignments.

Workgroups should try to have at least one meeting before the next larger committee meeting.

Liaison Positions

Nick shared information about the liaison positions and the importance of these relationships. The purpose of liaison positions is to encourage dialogue between this Committee and entities actively engaged in pro bono and public service work around the state. The PBPSA liaison connects with assigned group by attending their meetings as scheduling permits, staying abreast of topics that they are discussing, sharing information about the Committee's work, identifying ways for this Committee and the entity to work collaboratively, and bringing those ideas back to this Committee.

Given that many members have rolled off this past year, new liaison roles will need to be assigned out. The goal is for each Committee member to be a liaison for at least two entities. Larger entities (especially those with multiple meetings) should have at least two committee members. Once roles are assigned, members should update the liaison document, which Paige will provide. Committee members should try to reach out to their entities at least once a quarter. Mid-year meeting will also be a time to provide updates.

Scheduling Monthly Meetings:

Previously meetings have been held on the first Tuesday of every month at 1:00 pm – 2:30. The goal for this year is to keep Committee meetings to one hour. There was consensus from Committee members present to continue meetings for the first Tuesday of every month to run from 1:00-2:00 pm. A mid-year meeting in March/April will need to be longer to accommodate for equity and inclusion training with Robin Nussbaum again.

Next meeting is Tuesday, November 5, 1:00-2:00 pm.

Meeting adjourned at 1:56 PM.