**PRO BONO AND PUBLIC SERVICE COMMITTEE**

**Conference Call: 1.866.577.9294 | Participant Code: 52111#**

**Thursday, January 12, 2016 12:00 – 1:30 p.m.**

WSBA Office, 1325 4th Ave., Suite 600, Seattle, WA

**DRAFT MINUTES**

**In Attendance:** Kevin McGuire,

**Staff:** Jennifer Small, Kelly Nee, Joy Williams, Terra Nevitt

**Attend by Phone:** Emily Nelson, Elizabeth Leonard, Paul Okner, Brendan Vandor, Judy Lin, Angeline Thomas, Lindy Laurence, Na Crabtree, Hilary Hibbels, Adam Yeaton, Jordann Hallstrom

**Unable to Attend:** Sara MacDuff, Priya Cloutier, Leslie Blankman, Chiedza Nziramasanga, Bruce Conklin, Kristina Ralls, Amanda Williamson, Governor Bill Pickett

**PURPOSE STATEMENT:** *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.*

**AGENDA**

1. **Welcome and approval of Minutes (November)** Committee Co-Chair, Kevin McGuire, Committee Co-Chair, Emily Nelson
   - Kevin moves to approve minutes, Paul seconds

2. **Advancement Department Overview**
   Director of Advancement & Chief Development Officer, Terra Nevitt
   - **Mission:** The Advancement Department advances the profession through education, community, and service toward a more accessible and equitable justice system.
   - Diversity and Pro Bono and Public Service have similar goals as far as creating a culture of service within the profession
   - ATJ, Sections, Law Office Management, Mentorship, New Lawyer Programming, and the Washington State Bar Foundation are all program areas under the Advancement Department

3. **Public Service/Pro Bono and Diversity Programming**
   Diversity and Public Service Programs Manager, Joy Williams
   - How diversity and inclusion applies to the PBPSC
   - FY18: collaboration between public service and diversity through Diversity’s Community Networking Events and using it to recruit/highlight/raise awareness about public service and pro bono opportunities (Day of Service, etc.)
   - We will be creating a partnership with the two committees, the nature of the work of each committee won’t change, but collaboration can be formed where applicable
   - We are working on an “orientation” for the chairs to become informed about partnerships and relay that information to their respective committees
     - Inform your chairs about collaboration ideas you might have
• Diversity Plan, Objective 2: discusses public service and pro bono activities as opportunities to promote diversity and inclusion
• Long Distance Lawyering Initiative: promoting access and services to clients in outlying regions
  o What might this initiative look like for the WSBA (framework, goals, etc.)

4. 2018 Recruitment Process
   Public Service/Pro Bono Specialist, Jennifer Small
   • Jennifer will send emails to let committee members know if they are eligible to re-apply, or need to re-apply for 2018 (standard term is 2 years)
   • Committee members can also check their status via “mywsba”
   • Application deadline: end of February/beginning of March
   • BOG Committee selects and approves recommendations from the applications
   • Full BOG then approves selections by June/July 2018
   • Co-Chairs then selected, and Committee begins again in October 2018
   • Spread the word, and/or contact Jennifer for questions

5. Subcommittee Updates
   • Two subcommittee calls have been scheduled, please respond to the Doodle poll if you haven’t done so yet
     a. Promotion – Emily Nelson
        • Subcommittee responsibilities have been delegated
        • Looking at what work has been done on the Long Distance Lawyer project
        • Different initiatives to be promoted:
          o MCLE Pro Bono Credit
          o Continuing to liaise with Moderate Means Program and Emeritus status
        • WA Web Lawyer Committee participation needed from PBPSC
          o 90 minute commitment, once per quarter
     b. Policies – Angeline Thomas
        • Looked into what Pro Bono policies currently exist that can be used as a potential policy templates for government attorneys, small firms, and solos
     c. Barriers – Paul Okner
        • Discussed barriers to document review attorneys in Seattle
        • Bruce Conklin looking into reducing Emeritus status dues
          o Data from ABA Survey provides information about how members feel about the Emeritus status fee
        • What are other programs that are available in other states? Are they appropriate to implement in Washington?
     d. ABA Survey – Beth Leonard
        • Will be distributed this month
        • Link to the survey on the WSBA website

6. Announcements
   • ATJ Lobby Day: February 16
   • Goldmark Lunch: February 17
   • Hawaii is interested in bringing Moderate Means to their state

Kevin moves to adjourn 12:37, Angeline seconds

2016-17 Meeting Dates | All meetings @ WSBA, 12:00 – 1:30 p.m.
November 10th       March 9th       July 13th
January 12th        May 11th       September 14th