

WASHINGTON STATE BAR ASSOCIATION HEALTH LAW SECTION

*July 2025 Full Executive Committee Meeting*

<b>Date:</b>	July 28, 2025
<b>Invitees:</b>	Elena Praggastis, Adrian Chan, Genta Iwasaki, Stephanie Sundier, Mikaela Louie, Ricci Crinzi, Andrew Feld, Carolyn MacGregor (WSBA), Emily Arneson (Board of Governors), Maddie Haller, Sabrina Marquez, and Anna Clavel
<b>Attendees:</b>	Elena Praggastis, Genta Iwasaki, Stephanie Sundier, Mikaela Louie, Ricci Crinzi, Andrew Feld, Carolyn MacGregor (WSBA), Emily Arneson (Board of Governors), Maddie Haller, Sabrina Marquez, and Anna Clavel
<b>Call to Order:</b>	12:00 PM
<b>Adjourn:</b>	12:50 PM
<b>Approved on:</b>	[August 25, 2025, 12:05pm, August 2025 Full Executive Committee Meeting]
<b>Agenda:</b>	<ol style="list-style-type: none"><li>1. Chair opening comments (<i>Elena</i>)</li><li>2. Minutes approval for last month's meeting (<i>Genta</i>)</li><li>3. WSBA updates (<i>Carolyn</i>)</li><li>4. Board of Governors updates (<i>Emily</i>)</li><li>5. Financial updates (<i>Ricci</i>)</li><li>6. Subcommittee updates: Community Engagement, including re the pro bono resource page initiative (<i>Adrian</i>)</li><li>7. Subcommittee updates: Communications (<i>Stephanie</i>)</li><li>8. October retreat updates (<i>Elena</i>)</li><li>9. Section Google calendar (<i>Elena</i>)</li></ol>
<b>Minutes:</b>	<p><u>1. Chair opening comments (<i>Elena</i>)</u> - The meeting began with Elena sharing that she has just come back from a weeklong volunteer with her church. Welcome back, Elena!</p> <p><u>2. Minutes approval for last month's meeting (<i>Genta</i>)</u> - This Executive Committee approved the meeting minutes from last month. Genta will circulate the minutes to Carolyn to be uploaded to the section's website.</p> <p><u>3. WSBA updates (<i>Carolyn</i>)</u> - Carolyn provided updates on WSBA matters, including an upcoming messaging about a new alcohol purchase policy for fiscal events, with guidelines to be</p>

distributed via the listserve. She also mentioned that election results will be posted soon and that a monthly bulletin will be released on Friday. Elena inquired about the scope of the alcohol policy, and Carolyn clarified that it would not allow all types of fund usage for all events, with specific constraints to be detailed in the guidelines. The group discussed the alcohol policy review, with Elena requesting time between now and the August meeting to review it.

#### 4. Board of Governors updates (Emily)

- Emily provided updates re the recent Board of Governors meeting that took place in Walla Walla. At that meeting, the Board passed several key policies, including a license fee policy and changes to the license fee exemption policy, which will now be based on financial need rather than hardship. The Board also approved fees for a ten-year pilot project allowing organizations to be licensed to provide legal services. Additionally, the Board approved changes to financial policies allowing sections to use their funds to purchase alcohol, and the Washington Young Lawyers Committee was renamed the Washington New Member Committee to be more inclusive, expanding eligibility to the first ten years of practice in Washington.

- Emily announced that the next Board meeting will be held in Seattle on September 26-27, and she encouraged attendance from all members, noting that it is beneficial for the Board to hear diverse perspectives. Elena expressed her intention to attend the September meeting and highlighted the value of previous interactions with the Board.

- The group discussed how the Board meeting dates and information are publicized, with Emily and Carolyn explaining that the WSBA's website is the central location for meeting schedules, materials, and recordings. Elena noted that she will discuss with Genta about potentially adding Board meetings to the section's Google Calendar.

#### 5. Financial updates (Ricci)

- Ricci reported out that the budget had been submitted to WSBA, and Elena suggested circulating it before the August meeting in order to review past and future term expenditures.

#### 6. Subcommittee updates: Community Engagement, including re the pro bono resource page initiative (Mikaela on behalf of Adrian)

- Mikaela reported limited progress due to scheduling conflicts. Michaela will work with Stephanie on the pro bono resource page.

- There was a discussion re the scholarship application process, with Elena noting that the section received only one application from Sydney Sampson.

Carolyn confirmed that the payment had been issued to Sydney but agreed to follow up to ensure it was sent.

- Elena proposed organizing an in-person Executive Committee social for outgoing and incoming members.

#### 7. Subcommittee updates: Communications (Stephanie)

- Stephanie provided updates on the upcoming August 27<sup>th</sup> CLE event, including that the registration link has been generated and will be promoted through LinkedIn and the listserve. Stephanie explained that the upcoming CLE -- incorporating labor and employment issues in the healthcare context -- will be a 4-hour afternoon session, offering 4 CLE credits and priced at \$139 for section members and \$159 for non-section members. Stephanie agreed to adjust the calendar invite to include all Executive Committee members (rather than just the Communication Subcommittee members).

- Genta reported on the Lawyer Wellness mini-CLE scheduled for December 3<sup>rd</sup> from noon to 1 PM, which is being developed in collaboration with WSBA's Member Wellness Program team. The exact topic is still undecided.

#### 8. October retreat updates (Elena)

- Elena and Stephanie are updating the Retreat Manual / Handbook. Elena reminded the outgoing executive committee members to please submit their notes, sample emails, and other resources to the section's Google Drive. Genta reminded Elena about proposed updates to the social media section of the Retreat Manual / Handbook, which Elena agreed to review.

- Elena also announced plans for a survey to gather retreat attendance preferences and dietary restrictions.

#### 9. Section Google calendar (Elena)

- Elena and Genta discussed improving the section's use of Google Drive, Calendar, and email by implementing structured calendar holds for events and timelines. Elena mentioned ongoing work with Genta to ensure event visibility without overwhelming the Calendar, with plans to adjust the usage based on feedback.

*Please note that some material in these meeting minutes was generated by Zoom's Meeting Summary feature and reviewed for accuracy by Genta Iwasaki.*