WASHINGTON STATE BAR ASSOCIATION HEALTH LAW SECTION *August 2025 Full Executive Committee Meeting*	
Date:	August 28, 2025
Invitees:	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
Attendees:	Elena Praggastis, Adrian Chan, Genta Iwasaki, Stephanie Sundier, Ricci Crinzi, Carolyn MacGregor (WSBA), Sabrina Marquez, and Anna Clavel
Call to Order:	12:00 PM
Adjourn:	12:37 PM
Approved on:	[September 22, 2025, 12:05pm, August 2025 Full Executive Committee Meeting]
Agenda:	1. Chair opening comments (*Elena*) 2. Minutes approval for last month's meeting (*Genta*) 3. WSBA updates (*Carolyn*) 4. Board of Governors updates (*Emily*) 5. Financial updates (*Ricci*) 6. Subcommittee updates: Community Engagement, including re the pro bono resource page initiative (*Adrian*) 7. Subcommittee updates: Communications (*Stephanie*) 8. Announcements for transition of term (*Elena*) 9. October retreat updates (*Elena*)
Minutes:	<u>1. Chair opening comments (*Elena*)</u> - The meeting began with Elena sharing that this is the second-to-last full Executive Committee meeting before the new term starts in October. <u>2. Minutes approval for last month's meeting *(Genta)*</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. <u>3. WSBA updates (*Carolyn*)</u> - Carolyn provided updates on the next Board of Governors meeting scheduled for September 26-27 in Seattle, and she also shared information about changes

to the fiscal policy regarding alcohol purchases and section event guidelines. She explained that the alcohol purchase fiscal policy applies to events that are open to all section members and those honoring volunteers. Carolyn explained new liability requirements for alcohol service at events, including the need for licensed and insured bartenders and drink tickets with a two-drink limit per person when alcohol is provided, whether through outside sponsorship or section funds. Elena clarified that these requirements would apply even when using outside sponsorship for student health events because members would be receiving alcohol, although a cash bar without section-provided alcohol would not require these measures.

4. Board of Governors updates (*Emily*)
(skipped due to Emily not being able to make the meeting)

5. Financial updates (*Ricci*)
- Ricci reported 83% completion of the fiscal year, with a total revenue of $11,590, expenses of $19,009, and a fund balance of $67,194. She will follow up on finalizing the 2025-2026 budget.

- Elena raised concerns about the sustainability of the current balance year-to-year and emphasized the need to plan events, particularly around the retreat, while considering long-term financial stability.

- Stephanie discussed the financial aspects of half-day CLEs, noting that they generate revenue through the WSBA library for three years and share profits equally with WSBA. She highlighted the benefits of organizing half-day CLEs, including reduced planning burden and potential for higher revenue, but she also emphasized the value of offering one- and two-credit mini-CLEs at low or no cost.

6. Subcommittee updates: Community Engagement, including re the pro bono resource page initiative *(Adrian)*
- Adrian reported that the Community Engagement subcommittee is winding down but has been working on documents for guidance and support for next year's projects. Elena mentioned that Michaela has been working on a pro bono resource page that will be included in the retreat manual along with other subcommittee materials.

7. Subcommittee updates: Communications (*Stephanie*)

- Reflecting on the recent half-day CLE held jointly with the Labor and Employment Law Section, Anna and Stephanie praised the team's quick thinking in creating fillers for a talk that ended early. Anna shared her experience as a first-time half-day CLE moderator, suggesting that moderators observe a session before moderating one themselves to better understand the process.

- Genta explained that the lawyer wellness CLE event is still several months away and that he will follow up with the WSBA's Member Wellness Program team to finalize details.

8. Announcements for transition of term (*Elena*)

- Elena announced several updates and reminders for the upcoming term transition. She encouraged outgoing members to schedule exit meetings. Elena also highlighted new volunteer training sessions for both new and returning members, emphasizing their importance for understanding resources available to sections. She mentioned that section-specific training would be offered in late September (September 26th and 30th), and the committee would have a separate longer meeting to showcase projects from the current year.

- Stephanie proposed organizing a social gathering before the October retreat, suggesting midweek options in September. Elena supported the idea and encouraged someone to take ownership of planning. Stephanie agreed to start by gauging interest through an informal poll.

9. October retreat updates (*Elena*)

- Elena will circulate the retreat manual for everyone's feedback. In the meantime, members are reminded again to complete the retreat survey to indicate, among other things, their dietary restrictions and travel information.

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