

WSBA Health Law Section

Retreat Agenda and Summary of Meeting Notes

Saturday October 18, 2025

Planning Time

Woodmark Hotel, Bayshore Conference Room

9:00am: Breakfast

9:15am: Introductions & Icebreakers

10:00am: Review of Section's finances

In addition to reviewing the Section's finances, brainstormed strategies for increasing membership.

10:20am: Overview of past year's activities

Reviewed the past year's activities using a temporal timeline. To the extent we are carrying over the past year's activities into this year, talked about how to improve format/content (e.g., the Student Health Law Fair has never sought CLE accreditations before, but we might be seeking accreditations this year.) We also talked about potential sponsors for this year's activities.

10:45am: Subcommittee assignments (Listing only primary assignments below, but everybody will help each other when needed)

- Community Building - Elena, Sabrina, and Kate
- Outreach - Anna, Jeremy, Stephanie
- Education & Services - Bebe, Genta, Andrew, and Eric

11:00am: Meet as subcommittee groups to plan activities of the next year

- Community Building - fair, scholarship, mentorship
- Outreach - newsletter, social events, media* (*media includes social media, podcast, etc.)
- Education & Services - CLE, pro bono

12:00pm: Working lunch (continuing ongoing conversations)



1:00pm: Share out ideas as a whole group to build out timeline for the term, confirming a calendar as a whole team, identifying project leads, and action items for the first quarter

2:00pm: Discussion about how we interact with greater WSBA, BOG; how best to use our monthly meetings

2:30pm: Communication cadence

- Monthly meeting time/date **First Wednesdays at noontime**
- Quarterly subcommittee check-ins **Second Wednesdays at noon (Education); CB as needed; Outreach as needed.**
- Asynchronous communications for subcommittees

2:45pm: Recap and final thoughts (thanks to everyone for making time for this intensive planning retreat, both to the in-person and virtual attendees)

3:00pm: End of planning time

Summary of Committee Bonding Events

Friday October 17, 2025

[El Encanto](#) @ The Woodmark Hotel

6:30 - 8:00pm — Casual drinks and shared tacos and appetizers

Saturday October 18, 2025

Anna's Art Lab (Paint & Sip) @ 524 1st Ave S, Kirkland, WA 98033

3:30 - 5:00pm

[Ristorante Paradiso](#) @ 120 Park Lane Suite A, Kirkland, Washington 98033

6:00 - 8:00pm

