

## DIVERSITY COMMITTEE MEETING AGENDA

**June 8, 2021 – 12:00 to 1:30 PM**

Link to access the Zoom meeting:

<https://wsba.zoom.us/j/92728923394?pwd=Vm54Sm9GdGgranM1Y09pa0QzbmpBQT09>

Zoom Conference Call Lines: **LOCAL OPTION:** (253) 215-8782 || **TOLL-FREE OPTION:** (888) 788-0099

Meeting ID: 927 2892 3394 || Passcode: 744779

The Washington State Bar Association’s Diversity Committee is dedicated to implementing WSBA’s Diversity and Inclusion Plan. The work of the committee promotes historically underrepresented groups to enter and stay in the profession of law. The Diversity Committee does this through collaborative relationships and community building activities, which highlight the numerous societal benefits of a diverse law profession.

3 min	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>• <b>Welcome Barbara Nahouraii</b></li> </ul>	Sunitha Anjilvel and Andrea Jarmon		
2 min	<b>May Minutes</b>	Sunitha Anjilvel and Andrea Jarmon	Action	Minutes pgs 3-5
5 min	<b>WSBA Governor Update</b>	Sunitha Anjilvel	Report	
8 min	<b>2022 Member Demographic Study</b> <ul style="list-style-type: none"> <li>• RFP</li> <li>• Goals and outcome for data</li> </ul>	Sunitha Anjilvel and Andrea Jarmon	Discussion	
10 min	<b>Co-Chair Recruitment</b> <ul style="list-style-type: none"> <li>• <b>Proposed Change to Committee/Board Policy re Judicial Status</b></li> <li>• <b>Co-Chair Selection</b></li> </ul>		Action	<a href="#">Committee and Boards Policy</a> pgs 6-9
30 min	<b>Law Student/Pipeline Work</b> <ul style="list-style-type: none"> <li>• <b>Planning for ARC Event – Dates and Event Programming</b></li> <li>• <b>Law School Outreach Update</b></li> <li>• <b>Law Student Diversity Committee</b></li> </ul>	Andrea Jarmon	Discussion	<a href="#">Student description</a> pg 10

	<b>Member feedback</b>			
2 min	<b>Proposed agenda items for next meeting and announcements</b>	All	Discussion	

**Next meeting is July 13, 2021 from 12:00 to 1:30 p.m.**

## Diversity Committee Meeting Draft Minutes

May 11, 2021 – 12:00 PM to 1:30 PM

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**Present:** Gov. Alec Stephens, Laura Johnson, Mubarak Abdur Raheem, Nam Nguyen, Danitza Casselman, Michele Fukawa, Janice Langbehn, Christopher Swaby, Jorge Perez, Monica Lopez Reinmiller, Gov. Loren Boyd, Gov. Sunitha Anjivel

**Absent:** Serena Sayani, Luis Beltran, Gov. Hunter Abell, Yuping Wang, Andrea Jarmon, Shirley Prasad

**Staff:** Dominique Shannon, Tyler Washington, Diana Singleton

Meeting called to order at 12:13 pm.

### Committee Member Connecting

Committee hit the ground running and hasn't had chance to stop/breathe and center ourselves in this work. Want to pause to get to know each other a little bit better and what brings us to this work. Discussion about prioritizing our needs, especially mental health, when there is always mess. Doing the work in professional/personal life is motivating, being able to see representation/folks that look like you, treat things such as mental health as an injustice/criminal issue and not a public health issue, speaking truth/being truth tellers, doing work with authenticity, standing up for others and unlearning individualism, centering people experiencing inequities

### April Minutes

Laura Johnson made motion to approve, seconded by Mubarak Abdur Raheem and Janice Langbehn. Minutes approved.

### WSBA Governor Update

#### Meetings with MBAs:

After April BOG meeting, Andrea and Gov. Anjivel attended joint MBA meeting. They plan to (along w/Gov. Stephens) increase efforts to connect with MBAs. They currently have various ideas, but will most likely be an event with MBA leaders, with the Diversity Committee hosting. Need ideas for dates in June- will be sending out Doodle poll, as well as a poll to bring people together on a regular basis.

#### Bar Exam Resolution:

BOG voted 6-5 to pass resolution. There is still concern about how stakeholders are listened or not listened to. Diversity at core of issue and whether should have bar exam.

#### Bylaws Update:

Subcommittee formed to look into amendment to run diversity at large elections. Shouldn't be barred from running for congressional seat if ran for at large seat, and elections not at the same time.

#### JMM Sponsorship:

Joint Minority Mentors, program where mentors are connected with underrepresented law students, mentor for certain period of time. JMM previously asked WSBA to sponsor them, and BOG voted to approve sponsorship during April meeting. WSBA name will be on events, but not looking for financial sponsorship at this time. Gov. Anjivel encouraged people to participate.

### **Bar News**

#### Cover for June Issue:

Chief Justice Gonzalez on cover. Want to celebrate/highlight historic moment of having first Latino Chief Justice.

#### Need Volunteers:

Bar News team wants to promote/spotlight diversity but unsure of best way how. Want Diversity Committee to be more connected to Bar News. Diana mentioned can sign up by volunteering to write article, by proposing new topic to write about, or working with Editorial Advisory Board on how they are making decisions. Diversity Committee have spotlight, series of pieces, and presence on WSBA Blog- helps spread word not just about work we do, but why we do it. Don't have diverse group of people on board for Bar News. Sunitha will work with Bar News Editorial Advisory Board and want ideally 2-3 more volunteers. Michele Fukawa said will volunteer.

Gov. Stephens introduced topic of getting Demographic information- people don't answer questions and can't effectively recruit if don't know whose voice is missing. WSBA will work with the Diversity Committee and Equity & Disparity Workgroup to make sure we get the best info from the upcoming member study, making sure folks know importance of answering demographic questions. Gov. Anjivel mentioned the need to update the Diversity and Inclusion Plan after have data from 2022 member study

### **Law Student/Pipeline Work**

#### Planning for ARC Event:

Academic Resource Center (ARC) through Seattle University Law wants to do virtual event with Diversity Committee. Looking at 3 dates in June. Will send Doodle Poll. Will use June meeting to talk about event formatting/planning.

### **Proposed Agenda Items/Announcements**

#### Announcements:

Gov. Anjivel re-elected to BOG, other new governors coming on board and think will be allies/advocates for diversity, including Francis Adewale.

Paris Eriksen will send out volunteer survey regarding whether we should continue to use Zoom for meetings/events, do some in-person/hybrid, etc.

Next BOG meeting 5/20- 5/21, on 5/21 an hour is designated to ChrisTiana Obey Sumner, to debrief about the BOG training and give overview for folks who couldn't attend. Discussion around what BOG members can do regarding DEI. Non-BOG members can attend as well. It is at 11:00 am on 5/21.



Washington State Bar Association  
Board of Governors  
**Committees and Boards Policy**

(Effective with 1993-94 Committee Appointments)

(Amended July 19, 1996; Amended March 28, 1997; Amended February 13, 1999, Amended May 19, 2000, Amended January 19, 2002, Amended October 2002, Amended April 2003, Amended February 2004, Amended March 11, 2005, Amended January 2012, Amended September 2012, Amended January 2013, Amended July 2013, Amended September 2015, Amended September 2020)

1. **Diversity:** To further the WSBA policy of advancing and promoting diversity, equality, and cultural understanding, the Board of Governors shall take into consideration the makeup of a committee or board in terms of diversity when considering appointments to it. (Committee Membership Selection Advisory Policy.) To assist the Board in fulfilling this policy, all applicants and appointees to committees and boards will be required to complete the Committee/Board/Panel Application Form. This form shall, on a voluntary basis, solicit information including, but not limited to, the person's ethnicity, gender, sexual orientation, disability status, area of practice, years of practice, employer, and number of lawyers in law firm.
2. **Size of Committees and Boards:**
  - a) Committees:
    - Amicus Curiae Brief Committee: 14
    - Committee on Professional Ethics: 9
    - Continuing Legal Education Committee: 18
    - Court Rules and Procedures Committee: 28
    - Editorial Advisory Committee: 14
    - Judicial Recommendation Committee: 22
    - Legislative Review Committee: 35 maximum
    - Pro Bono and Public Service Committee: 18
    - Washington Young Lawyers Committee: 18
    - WSBA Diversity Committee: 18
  - b) Boards:
    - Board of Bar Examiners: 50 maximum
    - Character and Fitness Board: 10 WSBA members minimum (at least one from each district) and 3 public members (APR 23(a))
    - Law Clerk Board: 11 lawyers
    - Client Protection Board: 11 WSBA members and 2 public members (APR 15(b)(2))
3. **Membership Requirements:** All members of WSBA committees and boards must be active members of the WSBA, with the following exceptions: (a) Up to two Emeritus/Pro Bono members are permitted to serve on the Pro Bono and Public Service Committee and may be appointed to serve as the Chair, Co-Chair or Vice-Chair. (WSBA Bylaws IX.B.1.a.) (b) Members

of the Character and Fitness Board must have been members of the WSBA for seven years before their term begins. (APR20(b), ELC2.3(b)(2).) (c) Members of the Washington Young Lawyers Committee must meet the WSBA young lawyer criteria on the start date of their term (WSBA Bylaws XIIB). (d) Faculty of Washington state law schools who are not active members of the WSBA are permitted to serve on the Committee on Professional Ethics (WSBA Bylaws IX.B.1.a.) No WSBA staff member will be appointed to serve as a WSBA committee or board member. (e) The WSBA Diversity Committee includes both general WSBA members and members of the Board of Governors.

4. **Selection of Members:** Nominations for open positions on each standing committee and board will be made by a nomination team comprising the chair, vice-chair or chair-elect, staff liaison and BOG liaison, in consultation with WSBA diversity and inclusion staff. In addition, each district-based BOG member may nominate one applicant from his or her district to any committee or board that does not have a continuing member from that district. At large BOG members may, as a group, nominate one applicant to each committee or board. If this process results in more nominations than there are open positions on a committee or board, nominations from BOG members will take priority over nominations from the nomination teams. If nominations from BOG members alone exceed the number of open positions, the nomination teams will make recommendations to the BOG as a whole. Exceptions: The Judicial Recommendation Committee, Washington Young Lawyers Committee, Legislative Committee and Committee on Professional Ethics have unique member selection procedures which are described in separate policy documents. The nomination teams will make recommendations for non-lawyer appointments, as these nominations are made by the BOG as a whole and forwarded to the Supreme Court for appointment. (APR 20(a), ELC 2.3(b)(1).) The Board of Governors will make most committee and board appointments (and nominations of non-lawyers to the two boards cited above) at the July Board of Governors meeting. At the same time, the Board of Governors will approve a list of alternate appointees for each committee and board. The alternate lists will be effective for one year. If any committee or board member positions remain open after the July Board of Governors meeting, they will be filled as soon as possible.
5. **Definition of Membership:** Although WSBA committees operate under an "open meeting" policy that allows any member of the WSBA or public to attend a meeting (See (12) below), in order to be recognized as a member of a committee or board an individual must be appointed to the committee or board.
6. **Selection of Chair and Vice-Chair:** The President-elect shall nominate committee and board Chairs, Co-Chairs, and Vice-Chairs for appointment by the Board of Governors for the year in which the President-elect will serve as President. (WSBA Bylaws, IX.B.1.c.) Committee chairs are generally limited to a single year term, except in unusual circumstances, in which they may be appointed for an additional year. If an individual is appointed as committee Chair but is not a new or returning member of the committee, he or she will also be appointed as a member for one year, which may temporarily increase the size of the committee. Exception: The Washington Young Lawyers Committee has a member position set aside for leadership described in a separate policy document. Note: The WSBA Diversity Committee has two co-chairs, one drawn from the general membership and one drawn from the Board of Governors.

The President-elect shall commit to diversity in nominating Chairs, Co-Chairs and Vice-Chairs, taking into consideration the makeup of a committee or board and the potential impact of appointing a particular individual as Chair.

7. **Expenses:** Committee and board member expenses shall be reimbursed in accordance with the WSBA Expense Reimbursement Policy as adopted by the Board of Governors. Reimbursement of travel expenses for out-of-state committee or board members to attend committee or board meetings is limited to the approximate cost of in-state travel. Participation in meetings by telephone conference call or videoconferencing is encouraged when possible because it saves significant travel time and expense.
8. **Terms:** Except as indicated below, committee appointments shall be for 2-year terms. A member's service on any committee shall be limited to two consecutive terms, after which the member cannot be reappointed to that committee for three years, subject to individual exceptions as approved by the Board of Governors. Appointments to the WSBA Legislative Committee shall be made pursuant to the written Board of Governors policy for that committee. (WSBA Bylaws, IX.B.1.b.)

The following committees and boards shall have more than a 2-year term:

- Board of Bar Examiners: 4 years, no limit on number of terms (subject to Chair approval and completion of mandatory training)
  - Character and Fitness Board: 3 years (APR 20(i)) (one-term limit)
  - Committee on Professional Ethics: 3 years (two-term limit)
  - Continuing Legal Education Committee: 3 years
  - Judicial Recommendation Committee: 3 years (JRC Guidelines I(A)(1))
  - Law Clerk Board: 3 years (two-term limit)
  - Client Protection Board: 3 years, no limit on number of terms (APR 15)
  - Washington Young Lawyers Committee: 3 years
9. **Recommendations for Discipline-System Appointments:** Under ELC 2.2(c), a former WSBA officer, WSBA executive director, or Board of Governors member may not serve as a hearing officer, Disciplinary Board member, or Conflicts Review Officer until three years have expired after the former officer or member's departure from office. To ensure the proper implementation of the policy underlying ELC 2.2(c), the Board of Governors shall not recommend a former WSBA officer, WSBA Executive Director, or Board of Governors member for appointment as a hearing officer, Disciplinary Board member, or Conflicts Review Officer sooner than two years following such an individual's departure from office.
  10. **Vacancies and Removal:** In the event of the resignation, death or removal of the Chair of a committee, the Board of Governors may appoint a successor to serve for the unexpired term. (WSBA Bylaws, IX.B.1.d.) In the event of the resignation, death or removal of a member of a committee or board, the nomination team may appoint a replacement from the alternate list that has been pre-approved by the Board of Governors. If there is no candidate on the alternate list that meets the committee's or board's needs, the nomination team may recruit a new applicant to be appointed by the Board of Governors.  
  
Any member who fails to attend two consecutive regularly called meetings of the committee may be removed by the Board of Governors, in the absence of an excuse approved by the Chair of the committee or board. (WSBA Bylaws, IX.B.3.g.2.)
  11. **Notice of Vacancies:** The annual Committee/Board/Panel application form will be available in myWSBA and on the WSBA website starting in early January, and publicized via *NWLawyer* and broadcast email. Notice of non-lawyer committee and board openings also will be sent to nonlawyer organizations each winter. Mid-year vacancies will be publicized only if suitable applicants cannot be identified from the existing applicant pool.



12. **Exceptions:** These policies as a whole do not apply to the following entities, although individual provisions may apply: (a) WSBA panels; (b) The Supreme Court-created boards administered by the WSBA; (c) The Council on Public Defense; (d) discipline-system appointments, except as addressed in item (9); (e) WSBA state bar delegates to the ABA House of Delegates who are eligible for reappointment to three consecutive two-year terms; (f) Boards or commissions or other outside organizations to which the WSBA nominates or appoints members or representatives.
  
13. **Open Meetings:** The WSBA is committed to conducting the regular and special meetings of the WSBA, its Board of Governors, and its divisions, committees, boards, task forces, and sections in an open and public manner. Through such openness, the WSBA intends to make information available to the people of Washington that will allow them to become informed about matters regarding the provision of legal services and other matters falling under the WSBA's authority. Exceptions to the "open meeting" policy are stated in court rules and regulations and the WSBA Bylaws. (WSBA Bylaws, VII.B.) Meetings and materials related to boards generally are governed by court rules and regulations that in many cases require confidentiality of all or parts of the meetings and all or parts of the board materials.

Are you a law student who is passionate about improving Diversity, Equity, and Inclusion in the profession of law? If so, then apply to become a Law Student Representative on the Washington State Bar Association's Diversity Committee!

The Washington State Bar Association's Diversity Committee is dedicated to implementing WSBA's Diversity and Inclusion Plan, and its work promotes historically underrepresented groups to enter and stay in the profession of law. The Committee does this through collaborative relationships and community building activities that highlight numerous societal benefits of a diverse law profession.

The Diversity Committee is seeking Law Student Representatives to help facilitate collaboration with the law student population in Washington state. The Law Student Representatives will work alongside Committee members in areas including: providing feedback and guidance to the content of educational and other programs; representing the committee at activities and events; joining subcommittees as needed; deepening their own understanding of Diversity, Inclusion and Equity issues and WSBA positions and programming priorities; and acting as ambassadors to members and stakeholders for the committee.

Law Student Representatives will also be responsible for:

- Sharing information about Diversity Committee programs and resources with law schools and law students
- Provide insight and brainstorm along with the Diversity Committee at regular Committee meetings.
- Assist with any work delegated to them by the Diversity Committee as appropriate and as needed by the Committee.

Commitment is about 4-5 hours per month.

If you are interested in being considered for a Law Student Representative position, please submit a resume and brief statement of interest (no more than 350 words) to ----- by -----.