WASHINGTON STATE
BAR ASSOCIATION

BOARD OF GOVERNORS MEETING

January 16, 2026

Meeting Materials

Seattle, WA
Zoom and Teleconference

Board of Governors Meeting
WSBA Headquarters, Seattle, WA
January 16, 2026

WSBA Mission: To serve the public and the members of the Bar, to ensure the integrity of the legal profession, and to champion justice.

ALL ITEMS ON THIS AGENDA ARE POTENTIAL ACTION ITEMS

To participate by Zoom or Teleconference:

Friday, January 16th : Meeting ID: 879 7181 4782 Passcode: 378628
https://wsba.zoom.us/j/87971814782?pwd=nnHdY9s8KTPU0faHXBLUaomGTIFjep.1

To participate by phone, call +1 253-205-0468

9:00 AM – CALL TO ORDER & WELCOME

☐ **WELCOME & CALL TO ORDER**

MEMBER & PUBLIC COMMENT

☐ **MEMBER AND PUBLIC COMMENTS**

CONSENT CALENDAR

☐ **CONSENT CALENDAR**

The purpose of the consent calendar is to efficiently act on items that appear to be non-controversial and will not require discussion. Input on these topics is welcome and can accomplished by (1) sending an email to boardfeedback@wsba.org, (2) contacting a member of the Board, or (3) contacting the Executive Director. Any governor may request that any item be removed from the consent calendar without providing a reason and it will be discussed immediately after the consent calendar. The remaining items will be voted on *en bloc*.

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AGENDA ITEMS & UNFINISHED BUSINESS

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GOVERNOR ROUNDTABLE

☐ **GOVERNOR ROUNDTABLE**

MEETING FEEDBACK

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☐ **MEETING FEEDBACK: ROSE, THORNS & BUD**

5:00 PM – ADJOURN

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WASHINGTON STATE
BAR ASSOCIATION

BOARD OF GOVERNORS MEETING MINUTES

Seattle, WA
November 14, 2025

Call to Order and Welcome

The meeting of the Board of Governors of the Washington State Bar Association (WSBA) was called to order by President Francis Adewale on Friday, November 14, at 9:05 a.m. Governors in attendance were:

Matthew Dresden
Tom Ahearne
Kevin Fay
Kristina Larry
Todd Bloom
Nam Nguyen
Allison Widney
Jordan Couch
Kari Petrasek
Parvin Price
Christopher Bhang
Mary Rathbone
Emily Arneson

Officers and Executive Staff in attendance were President Francis Adewale, Immediate-Past President Sunitha Anjilvel, Executive Director Terra Nevitt, Chief Communications and Outreach Officer Sara Niegowski, Director of Finance Tiffany Lynch, Chief Disciplinary Counsel Doug Ende, Chief Regulatory Counsel Renata Garcia, Advancement Department Director Kevin Plachy, Chief Equity & Justice Officer Diana Singleton, General Counsel Laurie Powers, and HR Director & Chief Culture Officer Glynnis Klinefelter Sio.

Also in attendance were Nancy Hawkins, Rex Nolte, Aziza Ozgoren, Jennifer Olegario, Bobby Henry, Catherine Schur, Sanjay Walvekar, Betsylew Miale-Gix, Julianne Unite, Ramana Pendyala, Jeseph Terill, Cathy Biestek, Anthony Varona, Jacob Rooksby, Tamara Lawson, Crystal Casey, and Michael Chin.

President's Report

President Adewale opened the first meeting of the 2025–2026 fiscal year by emphasizing the importance of facilitating member and public participation while maintaining efficient Board deliberations. The Board will maintain the current process for public comments, with the President exercising discretion to

recognize speakers. The President also noted a recent visit from the Singapore Ministry of Law and acknowledged WSBA's leadership and national recognition in legal technology.

Executive Session

The Board entered executive session at 9:10 a.m. to discuss confidential matters, including proposed changes to the judicial recommendations committee questions and legal advice on litigation against mandatory bar associations. The session concluded at 10:50 a.m.

Member & Public Comments

President Adewale opened the session for member and public comments. Mike Chin, Chair of the Access to Justice Board, presented the board's new mission, vision, and values, emphasizing collaboration with the WSBA Board of Governors to achieve equity and justice.

President Adewale introduced the consent calendar and asked governors if anyone would like to request a removal of an item from it. There being no objection, the items on the consent calendar were adopted by unanimous consent.

Executive Director's Report

Executive Director Terra Nevitt referred to her written report.

Proposed Changes to the Judicial Recommendation

Legislative Affairs Manager Sanjay Walvekar presented proposed changes to the JRC interview questions. The proposals align specific questions with evaluation criteria and allow follow-up questions based on candidate responses. Gov. Petrasek moved to approve the JRC interview questions as proposed. The motion was adopted, with one no vote. Gov. Allison Widney was not present.

2027 License Fees

Treasurer Nam Nguyen and Director of Finance Tiffany Lynch presented a proposal to set the 2027 license fee at $475, an increase of $7 from the current $468 and below the 6% cost of living adjustment that would have set the fee at $500. The Budget & Audit Committee recommended $475 to mitigate a projected reserve draw of approximately $1 million. The Board discussed reserve adequacy, noting that the operating reserve balance of $2.5 million, along with WSBA's other available reserves, has historically been discussed with external auditors without significant concern. Board members also acknowledged the intention to revisit fee levels next year. Gov. Fay moved to adopt the license fee proposal as presented. Motion was adopted, with three no votes. Gov. Widney was not present.

FY 2026 Legislative Priorities

Legislative Affairs Manager Sanjay Walvekar presented proposed FY26 legislative priorities grounded in GR 12.2 and continuing priorities from prior years. Key areas include supporting public defense funding and studying the effects of a non-unified court system, with a focus on addressing inequities in Washington's judicial system. The Board discussed the role of the WSBA in supporting agency budget requests (e.g., OPD and OCLA) and the importance of educating legislators on judicial funding. Gov. Fay moved to approve the legislative priorities. Motion passed unanimously.

Governance Committee Recommendations

Gov. Fay presented a first reading of proposed amendments to WSBA bylaws regarding the conflict-of-interest policy. The recommended changes would allow governors and officers to engage in political activity in their personal capacities with appropriate disclaimers and would revise the conflict-of-interest policy to focus on conflicts relevant to Board service, including a remedy provision for non-compliance. The Board discussed potential perceptions of bias, the sufficiency of disclaimers, the definition of "material interest," and authority for determining conflicts. No action was taken.

Discussion with Law School Deans and Law Clerk Board Chair

The Board held a discussion with the deans of the University of Washington School of Law, Seattle University School of Law, and Gonzaga University School of Law, and with the Law Clerk Board Chair, regarding the transition from legal education to practice and alignment with the profession's needs. Topics included admission pathways for out-of-state practitioners, the role of law schools in alternative licensure pathways, mentorship and outreach in rural areas, and opportunities for collaboration with academic partners. The Board expressed support for increasing visibility and support for the Law Clerk Program and discussed exploring state-funded scholarships to address legal deserts.

Proposal to Sunset the WSBA CLE Committee

Gov. Fay and Advancement Department Director Kevin Plachy presented a proposal to sunset the WSBA CLE Committee, noting the committee has effectively lost its purpose and has not been active in programming and observing that sections and the CLE operation have been effectively managing CLE activities. Education Programs Manager Shanti Rahu confirmed there was no operational reason to maintain the committee. Gov. Fay moved to sunset the CLE Committee. Motion passed unanimously. Gov. Nguyen and Gov. Widney were not present.

Admissions & Licensing Recommendations

Pass Score for Nextgen UBE and Suggested Amendments to APR 4(d)(1)

Chief Regulatory Counsel Renata Garcia presented a recommendation regarding the NextGen Uniform Bar Examination and amendments to APR 4(d)(1). The Washington Supreme Court adopted NextGen UBE, with administration to begin in July 2026. The new exam will have a different scoring scale, which requires adoption of a new passing score. Using the NCBE score mapping, Chief Garcia recommended a minimum passing score of 616, which is equivalent to a score of 266 on the legacy UBE. Chief Garcia noted that the deans of the three Washington Law schools are proposing a passing score of 610, which is equivalent to 260 on the legacy UBE. Following Board discussion which included the potential impact of passage rates in legal deserts, Gov. Jordan Couch moved to adopt a passing score of 616 for the NextGen UBE and the corresponding amendments to APR 4(d)(1). Motion passed with two no votes. The recommendations will be transmitted to the Washington Supreme Court for consideration at its December *en banc* session. Gov. Nguyen and Gov. Widney were not present.

Annual Anti-Harassment Training

HR Director and Chief Culture Officer Glynnis Klinefelter Sio introduced trainer Megan McNabb, who conducted the Board's mandatory anti-harassment training. The session was recorded for those unable to attend.

Governor Roundtable

Gov. Kristina Larry provided an update on the Diversity, Equity, and Inclusion Council's goals. Executive Director Nevitt highlighted new advisory opinions from the Committee on Professional Ethics. Governor Price announced a CLE event on December 12, 2025. Gov. Mary Rathbone shared outreach efforts, including a mock trial for middle school students.

Meeting Feedback

The Board gave feedback using the "Rose, Bud, and Thorn" method, introduced by Gov. Larry. Governors expressed appreciation for the meeting's conduct and leadership and highlighted the productive discussion with law school deans. Identified follow-ups included continued work on the conflict-of-interest policy and review of the Access to Justice Board's code of conduct.

ADJOURNMENT

There being no further business, President Adewale adjourned the meeting at 4:50 p.m. on Friday, November 14, 2025.

Respectfully submitted,

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Terra Nevitt
WSBA Executive Director & Secretary

DRAFT

Board of Governors Meeting – Motions List
Walla Walla, WA
July 18, 2025

1. Approve the consent calendar. Adopted by unanimous consent.
2. Approve proposed changes to the Judicial Recommendation Committee interview questions. Passed with one no vote.
3. Adopt the 2027 license fee of $475. Passed with three no votes.
4. Approve FY26 legislative priorities. Passed unanimously.
5. Sunset the WSBA CLE Committee. Passed unanimously.
6. Adopt a passing score of 616 for the NextGen UBE and corresponding amendments to APR 4(d)(1) for submission to the Court. Passed with two no votes.

DRAFT

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: WSBA Governance Committee
Governor Kevin Fay, Governance Committee Chair

DATE: December 23, 2025

RE: Recommended Policies to Rescind

ACTION: Rescind the following policies:

- Non-Dissemination/Propagation of Confidential Regulatory Information
- WSBA Travel Policy
- COVID-19 Volunteer Vaccination Policy
- Policy Concerning RPC 1.6 and RCW 42.17

WSBA maintains an index of policies adopted by the Board of Governors (BOG). The Governance Committee has reviewed that index and determined that several of the policies in the index no longer appear to be serving a useful purpose. For that reason, the Governance Committee recommends that the BOG rescind the policies in the following table. Additional explanation is provided below.

Title and Link	Reason for Rescinding
Non-Dissemination of Confidential Regulatory Information	Unnecessary and duplicative of court rules.
WSBA Travel Policy	Unnecessary and duplicative of authority granted to the Executive Director by other policies.
COVID-19 Volunteer Vaccination Policy	Likely no longer workable or enforceable.
Policy Concerning RPC 1.6 and RCW 42.17	Outdated and unnecessary.

I. Non-Dissemination/Propagation of Confidential Regulatory Information

Several Washington Supreme Court rules make admissions and disciplinary information confidential. APR 1, for instance, provides that all records pertaining to admission to the Bar are confidential and may not be disclosed and ELC 3.2 makes some disciplinary information confidential. The WSBA Non-Dissemination/Propagation of Confidential Regulatory Information policy notes that these court rules prohibit the disclosure of certain regulatory information. The policy provides that the WSBA Board of Governors, including individual Board members, will not disclose such information if they receive information they know to be confidential and, if such information is inadvertently made public, WSBA will remove or redact it from public records.

This policy may be rescinded with little to no effect on WSBA operations. It does not add any direction for handling confidential information that is not already in court rules. The policy adds no additional records to be kept confidential beyond those identified in court rules or other statutes. The policy explains that the Board of Governors and Board members are bound by the relevant court rules in addition to WSBA as an organization. Such an explanation, however, is unnecessary because the Board of Governors and its members act as agents of WSBA and are therefore already required to abide by the rules prohibiting disclosure of confidential information. The policy also spells out that WSBA must redact confidential information or make attempts to retract confidential information if it is accidentally released. This also appears unnecessary. GR 12.4(d) already provides that WSBA will use redaction or deletion as a method for preserving confidential information in otherwise public documents. Moreover, in some cases, the court rules themselves provide a specific remedy if confidential information is released. ELC 3.2(f), for example, states that wrongful disclosure of confidential disciplinary information may result in an action for contempt. Even where court rules do not explicitly require WSBA to make attempts to rectify release of confidential information, it is implicit in the prohibition on releasing confidential information that WSBA will take corrective action if it discovers such information has been made public. Consequently, this policy appears to be superfluous and may be rescinded.

II. WSBA Travel Policy

In June 2010, the WSBA Board of Governors passed a motion prohibiting WSBA staff and volunteers from travelling to Arizona for Bar business in light of Arizona's aggressive immigration enforcement measures. The BOG revisited this moratorium in 2013, and voted to amend the moratorium to permit the WSBA Executive Director to limit staff and volunteer travel to any state that requires proof of immigration status if the Executive Director deems it necessary to prevent discrimination against the staff person or volunteer. It does not appear that this amendment was ever formalized in a written document.

Following the 2013 amendment, this policy merely restates authority the Executive Director already possesses to manage staff travel. The WSBA Bylaws state that the Executive Director "is the principal administrative officer of the Bar," and "is responsible for the day-to-day operations of the Bar, including [. . .] hiring, managing, and terminating Bar personnel [. . .]."[1] Policy delineating the roles and responsibilities of WSBA governors and officers also specifies that the Executive Director's purview includes "[s]upervising WSBA [e]mployees, including ensuring a healthy workplace culture [. . .]" and "[o]verseeing the operations of the WSBA."[2] Given the scope of the Executive Director's role overseeing WSBA operations and managing staff, directing staff travel would appear to fall within the existing sphere of Executive Director activities. A separate policy is not necessary to grant the Executive Director the ability to determine whether staff and volunteers should or should not travel to certain locations. For that reason, the Governance Committee recommends rescinding this policy.

[1] WSBA Bylaws, Art. IV.B.5.

[2] Board of Governors and Board Officer Roles and Responsibilities (May 2, 2024).

III. WSBA Volunteer COVID-19 Vaccination Mandate for WSBA In-Person Meetings and Events

This policy prohibits WSBA volunteers from participating in in-person WSBA events if the volunteer has not been "fully vaccinated, which includes a booster dose, against COVID-19," or qualifies for one of the exemptions listed in the policy. While prudent at the time it was adopted, this policy is likely no longer workable. The state and national emergencies and widespread adoption of vaccination policies that prompted WSBA's policy are no longer in effect. In addition, many Federal and state policies regarding who is eligible for COVID-19 vaccinations and insurance coverage for the vaccine vary widely. As a result, not all WSBA volunteers may have easy or affordable access to the vaccine. Moreover, with the loosening of state and federal requirements for COVID-19 vaccinations, vaccination rates have decreased significantly. King County, for instance, reported that only 27.8% of residents received the 2024-2025 COVID-19 vaccine.[3] Particularly with such low vaccination rates, enforcement of this policy would likely prove difficult and may exclude many volunteers from participating in WSBA activities. For all these reasons, rescinding this policy is recommended.

IV. Policy Statement Concerning RPC 1.6 and RCW 42.17

Lastly, in this policy, the WSBA Board of Governors offered suggestions for attorneys navigating client confidentiality requirements and the requirement in then-RCW 42.17 that candidates for public office disclose the identity of clients from whom they receive $5000 or more. Because a client's identity and the fact that they sought legal counsel may constitute confidential client information in some circumstances, the BOG was concerned that RCW 42.17 could potentially put Bar members in the position of violating their ethical duties. Rescinding this policy is recommended because the policy is outdated and the issues raised in the policy appear to have been addressed in Washington regulations.

RCW 42.17 has since been recodified in RCW 42.17A and the contents of the financial disclosure statements for public officials have changed significantly since the date this policy was adopted. More importantly, the Washington State Public Disclosure Commission provides a process for lawyers to request a modification of the financial disclosure statement if the requirement would "work a manifestly unreasonable hardship and suspension or modification would not frustrate the purpose of the law."[4] The Commission guidance specifically addresses lawyers' disclosure of their clients' identities.[5] Consequently, this policy does not appear to be necessary to ensure Bar members are meeting their ethical obligations.

The policy also does not conform to WSBA's current practice of issuing ethical guidance through channels other than the Board of Governors. WSBA typically provides public-facing ethical guidance through its Committee on

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[3] King County, Summary of COVID-19 Vaccination Among King County Residents, https://kingcounty.gov/en/dept/dph/health-safety/disease-illness/covid-19/data/vaccination (last visited Nov. 5, 2025).

[4] WAC 390-28-100(1).

[5] WAC 390-28-100(1)(e)(i), (ii). *See also* PDC, F-1 Reporting Modification, https://www.pdc.wa.gov/registration-reporting-0/personal-financial-affairs-disclosure/requesting-modifications/f-1-reporting-modification (last visited Nov. 5, 2025).

Professional Ethics, rather than as policies adopted by the BOG. To the extent Bar members require guidance on balancing their responsibilities under RPC 1.6 and the public disclosure requirements, they can contact WSBA's ethics line or ask the Committee on Professional Ethics to issue an advisory opinion on the topic.

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in the confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The fiscal impact to WSBA resulting from the proposed action is limited to the amount of staff time used to draft the proposal, incorporate the approved changes to relevant records, and communication of changes to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The purpose of the equity analyses is to understand how entities incorporated an equity lens into proposed action items presented to the Board of Governors. Applying an equity lens includes 1) identifying and centering people and communities most impacted decisions and/or 2) meeting people and communities according to their specific needs to produce fair and equal outcomes for all.

There do not appear to be equity concerns with the proposal to rescind the Non-Dissemination/Propagation of Confidential Regulatory Information policy based on the reason that it is duplicative to existing court rules.

Regarding the proposed recission of the WSBA Travel policy, while the Bylaws (Art. IV.B.5) and the Board of Governors and Board Officers Roles and Responsibilities policy outline the Executive Director's responsibilities concerning staff (which would include staff travel), those policies do not include any reference to volunteer travel nor prevention of discrimination of staff and volunteers. If the goal is to avoid duplicative policies, we suggest that the Board of Governors and Board Officers Roles and Responsibilities policy be amended to include the policy on the Executive Director's authority to limit staff and volunteer travel in order to prevent discrimination.

There do not appear to be equity concerns with the proposal to rescind the COVID-19 Vaccination Mandate policy nor the policy statement concerning RPC 1.6 and RCW 42.17 based on the reasons state above.

Attachments

Non-Dissemination/Propagation of Confidential Regulatory Information
WSBA Travel Policy
WSBA Volunteer COVID-19 Vaccination Mandate for WSBA In-Person Meetings and Events

WASHINGTON STATE
BAR ASSOCIATION

Non-Dissemination/Propagation of Confidential Regulatory Information

Adopted by the Board of Governors on December 16, 2019

Under Supreme Court rules, certain non-public regulatory information, including disciplinary information, information about applicants and applications for admission, and information about character and fitness investigations and proceedings, is strictly confidential, and WSBA staff, agents, and volunteers are obligated to maintain the confidentiality of such information, regardless of its source. If the WSBA Board of Governors or individual officers or governors receive information known to be confidential under court rule or receive information the dissemination of which is known to be prohibited by other law, it is the policy of the Board of Governors that such information will not be made public, released, or otherwise disseminated to the public, except as specifically authorized by court rule or other law. When the Association becomes aware that such information has been made part of a bar record during a public meeting of the Board of Governors or one of its committees, it is the policy of the Board of Governors that any confidential information must be redacted from the record prior to it being made public or as soon as reasonably practicable if the record has already been made public, so as to not violate court rule or other law.

The Board is requested to amend the Arizona Travel Moratorium to provide that the Executive Director may limit staff and volunteer travel to any state requiring proof of immigration status if the Executive Director deems it necessary in order to prevent discrimination against the staff and volunteers. Motion passed 12-1-1. Underlying motion passed unanimously.

MINUTES Public Session Washington State Bar Association BOARD OF GOVERNORS Seattle, WA September 26-27, 2013

POLICY

WSBA VOLUNTEER COVID-19 VACCINATION MANDATE
FOR WSBA IN-PERSON MEETINGS AND EVENTS
Approved August 21, 2021
Amended March 11, 2022

WHEREAS, on February 29, 2020, Governor Inslee proclaimed a state of emergency due to the novel coronavirus disease (COVID-19) outbreak in Washington; and on March 13, 2020, President Trump declared a national emergency due to the COVID-19 outbreak across the United States; and on February 24, 2021, President Biden continued the national emergency; and

WHEREAS, the Supreme Court of Washington has strongly encouraged the Washington State Bar Association to adopt and implement similar vaccination requirements for their Workers as set forth in their order No. 25700-B-669 of August 18, 2021, mandating vaccines for all Supreme Court workers, which includes any "employee, independent contractor, service provider, volunteer, or through any other formal or informal agreement to provide goods or services, whether compensated or uncompensated"; and

WHEREAS, it is the duty of every employer to protect the health and safety of employees by establishing and maintaining a healthy and safe work environment and by requiring all volunteers who appear in-person at our events or on-site at our facilities, to comply with health and safety measures; and

WHEREAS, the WSBA has regulatory functions and provides services, to the members and the public in every county in our state with the use of volunteers, and many of our volunteers have the potential to interact with the members, the staff, or the public on a regular basis, and they all interact with some portion of the community at large to varying degrees before and/or after volunteer hours;

and

WHEREAS this board has the authority to set policies that are reasonably necessary for carrying out and fulfilling its duties under GR 12, RCW 2.48, and our Bylaws.

NOW, THEREFORE, the following policy applicable to volunteers is hereby ADOPTED:

1. Prohibitions. This policy prohibits any volunteer, including the Board of Governors, from engaging in in-person volunteer work for the WSBA, or as a representative of WSBA, if the volunteer has not been fully vaccinated, which includes a booster dose, against COVID-19. A volunteer must either be vaccinated or qualify for an exemption to be eligible to volunteer in-person or on-site.

2. Exemptions from Vaccine Requirement.

a) Volunteers are not required to get vaccinated against COVID-19 if they are entitled under the Americans with Disabilities Act (ADA), Title VII of the Civil Rights Act of 1964 (Title VII), the Washington Law Against Discrimination (WLAD), or any other applicable law to a disability-related reasonable accommodation or a sincerely held religious belief accommodation to the requirements of this order.

b) To the extent permitted by law, before providing a disability-related reasonable accommodation to the requirements of this order, the WSBA must obtain from the individual requesting the accommodation documentation from an appropriate healthcare or rehabilitation professional authorized to practice in the State of Washington stating that the individual has a disability that necessitates the accommodation and the probable duration of the need for the accommodation.

c) To the extent permitted by law, before providing a sincerely held religious belief accommodation to the requirements of this policy, the WSBA must document that the request for an accommodation has been made and the document must include a statement regarding the way in which vaccinations conflict with the religious observance, practice, or belief of the volunteer.

d) Reasonable accommodations will be determined by the Executive Director on an individualized basis and, where avolunteer is exempt from this mandate, accommodations may include but are not limited to requirements to wear a mask, obtain viral testing regularly, socially distance, appear virtually, or work remotely.

e) Like the Independent Contractors mentioned in §4(c) of the Supreme Court's Order this policy applies to volunteers only when their services are performed in person or on site, regardless of frequency, and regardless of whether other staff or volunteers are present.

3. Acceptable Proof of Full Vaccination Against COVID-19: Where required above, volunteers for the WSBA must provide proof of full vaccination against COVID-19. Acceptable proof may include:

a) CDC COVID-19 Vaccination Record Card or photo of the card;

b) Documentation of vaccination from a health care provider or electronic health record;

c) State immunization information system record;

d) Other forms approved by Human Resources.

Personal attestation is not an acceptable form of verification of COVID-19 vaccination.

This policy will take effect on 8/22/21 and shall remain in effect until further policy change.

Approved by the WSBA Board of Governors on August 21, 2021.



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Kyle D. Sciuchetti, WSBA# 26264
WSBA President, 2020-2021

WASHINGTON STATE BAR ASSOCIATION

POLICY STATEMENT CONCERNING RPC 1.6 AND RCW 42.17

Approved and Adopted by the Board of Governors on March 17, 1990.

Rule 1.6 of the Rules of Professional Conduct prohibits lawyers, in the absence of client consent, from revealing confidences or secrets of their clients. This Rule may at times prohibit a lawyer from revealing the identity of a client or the fact that the client is receiving legal advice.

The Public Disclosure Act, Chapter 42.17 RCW, requires lawyers and others who seek or hold public office to disclose the identity of governmental, corporate, or other business clients from whom they receive $5,000 or more during a reporting period. The purpose is to avoid undisclosed conflicts of interest.

The Board of Governors of the Washington State Bar Association suggests that a lawyer seeking or holding public office generally may:

(1) Disclose the identity of those business, corporate, and government clients whose attorney/client relationship is a matter of public record as a result of court filings, listing in Martindale-Hubbell or other publication, or is otherwise a matter of public knowledge; and

(2) Seek the consent of other business, corporate, and government clients whose identity is required to be disclosed under the Public Disclosure Act.

To the extent that the identity of such clients cannot be disclosed and consent cannot be secured, or to the extent the above procedures would cause an unreasonable hardship, an application should be presented to the Public Disclosure Commission or complete or partial waiver of the disclosure requirement, specifying the basis for the hardship.

In this manner, both the requirements of RPC 1.6 and Chapter 42.17 RCW will retain their vitality for the benefit of such clients and the public alike.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

FROM: Ethan Frenchman, Chair, WSBA Judicial Recommendation Committee; Sanjay Walvekar, Staff Liaison to the Judicial Recommendation Committee

CC: Terra Nevitt, Executive Director

DATE: December 9, 2025

RE: WSBA Judicial Recommendation Committee December 2025 Interviews and Recommendations

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ACTION: Approve the recommendations of the WSBA Judicial Recommendation Committee.

The WSBA Judicial Recommendation Committee met on December 4, 2025 for the purpose of conducting interviews with four individuals interested in being considered for openings on the Washington State Court of Appeals and the Washington Supreme Court. Per committee guidelines approved by the Board of Governors, the proceedings and records of the committee, including applicant names, committee discussions, and committee votes, are kept strictly confidential. The committee's recommendations are available in the Governors' materials via the WSBA cloud-sharing service.

WASHINGTON STATE
BAR ASSOCIATION

Office of General Counsel
Nicole Gustine, Assistant General Counsel

TO: WSBA Board of Governors

FROM: Nicole Gustine, Assistant General Counsel

DATE: November 4, 2025

RE: Confidentiality of Client Protection Board Recommendations

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The Board of Governors (BOG) is responsible for approving gifts from the Client Protection Board. Per Court Rule, all the materials, reports, and deliberations shall not be public. (APR 15 Procedural Regulations, Regulation 13(b)). As such, the recommendations are placed on the Consent Calendar. If discussion is requested by any Governor, it shall be taken up in Executive Session.

> **APR 15**
> **CLIENT PROTECTION FUND PROCEDURAL REGULATIONS**
> **REGULATION 13. CONFIDENTIALITY**
>
> (a) Matters Which Are Public. On approved applications, the facts and circumstances which generated the loss, the Client Protection Board's recommendations to the Trustees with respect to payment of a claim, the amount of claim, the amount of loss as determined by the Client Protection Board, the name of the lawyer, LLLT, or LPO causing the loss, and the amount of payment authorized and made, shall be public.
>
> (b) Matters Which Are Not Public. The Client Protection Board's file, including the application and response, supporting documentation, and staff investigative report, and deliberations of any application; the name of the applicant, unless the applicant consents; and the name of the lawyer, LLLT, or LPO unless the lawyer, LLLT, or LPO consents or unless the lawyer's, LLLT's, or LPO's name is made public pursuant to these rules and regulations, shall not be public.

The following report of CPB recommendations contains only pre-approved applications, and is therefore provided to you as a Trustee, confidentially. The report will not appear in the BOG meeting's public session materials. Please take the time to review the materials thoroughly prior to the BOG public session meeting.

Pursuant to ELC 3.4(l), the Chief Disciplinary Counsel has authorized the release of otherwise confidential disciplinary information to the Board of Governors for the purpose of reviewing and deciding on Client Protection Fund Board recommendations. The Board of Governors is advised of its obligation to maintain the confidentiality of these materials.

Please do not discuss any details regarding the matters, including the names or amounts related to the matter, at the public session meeting.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

FROM: Francis Adewale, WSBA President

RE: 2025-2026 Chair-elect Appointment

DATE: December 11, 2025

Consent: Appointment of 2025-2026 WSBA Chair-elect.

The WSBA has a number of standing committees that are created and authorized by the BOG to study matters relating to the general purposes and business of the Bar which are of a continuous and recurring character. Pursuant to the WSBA Bylaws, IX(B)(1)(c), the President-elect annually selects the Chair or Vice Chair of each committee, with the BOG having the authority to accept or reject that selection. Below is the slate of WSBA committee chairs for the 2025-2026 year. The candidates' resumes are attached. All eligible members of the committees listed below were encouraged to apply for the Chair position. Additional Chair appointments forthcoming.

Committee/Board	Recommended for Appointment
Washington New Members Committee	Chair-elect: Janta Steele

Puget Sound Estate Law, PLLC
215 Tacoma Ave S
Tacoma, WA 98402
P: (253) 527-0911 |F: (253) 220-5574
Attorneys: James C. Bates| Liz Ann Johnson | Janta Steele

August 27, 2025 Sent via: email only to

Paris Eriksen
Washington State New Members Committee
1325 Fourth Avenue #600
Seattle, WA 98101-2539
parise@wsba.org

RE: Application for New Members Committee Chair Elect Position

Dear Washington State Young Lawyers (soon to be New Members) Committee,

I am writing to formally express my interest in the position of Chair-Elect for the Washington State New Members Committee. It would be an honor to contribute my skills and experience to further the mission of the committee and support its important work. In support of my application, please find my resume attached.

I have been privileged to be a member of the Committee since October 2024. I am proud of our accomplishments this past year, and I am very excited about the direction that the committee is moving in the next year under Alex Reaganson's leadership. I look forward to carrying the committee's momentum forward and presenting outrageous requests to the board that will champion the cause of new members to the Washington State Bar Association during my term.

I believe that my contribution to the committee would be enhanced by serving the committee as Chair Elect. My objective in this role would be to support and facilitate the work of current leaders, identify and implement new ideas that connect and develop our constituents, foster the participation of nonlawyer members in our committee, and ultimately to set future leaders up for success.

I understand that under the current definition of a Young Lawyer, I am not yet eligible for this position because I am over 35 and I was called to the bar in British Columbia in 2019. I therefore submit my application prospectively, with the hopes that the court will approve the amendment to the bylaws and render me eligible to hold the position.

Yours truly,

Janta Steele
Attorney
JS:js
cc: Chelle Gegax, Vanessa Sweeney

Janta Steele (she/her)

Puget Sound
Estate Law, PLLC
215 Tacoma Ave S,
Tacoma WA 98402
(253) 527-0911

Attorney

Puget Sound Estate Law, PLLC, Tacoma, WA

Partner — *04/2025 – present*

- Practice areas: probates, guardianships, estate litigation, vulnerable adult protection, APS defense.

Puget Sound Estate Solutions, University Place, WA

Estate attorney — *03/2025 – 03/2025*

- Practice areas: probates, guardianships, estate litigation, vulnerable adult protection, APS defense.

Alliance Law Group P.S., University Place, WA

Estate attorney — *02/2023 – 02/2025*

- Practice areas: estate planning, trusts, probates, estate litigation, and guardianships.

Janta Steele Law, University Place, WA

Estate attorney — *12/2023 – 02/2024*

- Practice areas: estate planning, trusts, probates.

Comfort Davies Smith & Crawford P.S., Fircrest, WA

Estate attorney — *06/2023 – 12/2023*

- Practice areas: estate planning, trusts, probates, estate litigation, and some general civil litigation.

RDM Lawyers, Abbotsford, BC

Personal Injury Litigator — *09/2020 – 05/2023*

- Managed 55-90 personal injury files, from initial meeting to trial.

Hamilton Duncan Armstrong + Stewart Law Corporation, Surrey, BC

Trainee/ Insurance Defense Litigator — *01/2018 – 09/2020*

- Nine months of general legal experience plus three months of practical legal training in class, as required for licensing. Licensed January 7, 2019.
- Assigned and managed approximately 150 insurance defense files at a time, including supervising one paralegal and one legal assistant.

Prior Career

Ministry of Jobs, Trade and Technology and Ministry of Small Business

Trade & Technology Secretariat Coordinator/ Senior Executive Assistant — *01/2016 – 12/2017*

- Duties: providing administrative support to the Minister (head of department), Deputy Minister, and elected provincial representatives assigned objectives within our Ministry
- Skills: Stakeholder management and political awareness in a fast-paced environment

Government Caucus, BC Legislature, Victoria BC

Research Officer/ Legislative Assistant — *06/2013 – 01/2016*

- Duties: supporting BC elected representatives by conducting research and helping them stay aware of developing current events, including provided staff support at political conferences.
- Skills: Policy research, legal awareness, synthesizing and presenting data succinctly

Sean Kelly Law, Kelowna BC — *09/2012 – 03/2013*

Paralegal – Boutique civil litigation firm

Norm Letnick, Minister of Agriculture, Kelowna BC *09/2012 – 06/2013*

Campaign Manager – Successful BC re-election 2013

British Sugar plc (London Stock Exchange listed as 'ABF') (UK) *09/2010 – 04/2012*

Business Apprenticeship –Demand Manager; Rotations in Outgoing Supply Chain and Sales

Summer Legal Student

Lewis Silkin LLP (London, UK) *07/2009 – 07/2009*

Benson Salloum Watts LLP, Kelowna, BC *06/2008 – 08/2008*

Education

Canadian National Committee on Accreditation (NCA) Certificate of Qualification *2016*

Law Degree (LLB) *2010*

Queen Mary, University of London, UK
- Achieved 2:1 honors degree in accelerated 2-year LLB
- Electives: Commercial Law, Human Rights Law

Bachelor of Business Administration *2008*

Okanagan College, University of British Columbia, Kelowna, Canada
- Graduated with honors and distinction
- Relevant Electives: Business Law, Strategic Management, International Business Strategy

International Exchange to France *2005*
- 5 months attending ESPEME business school in Nice, France

Bilingual in conversational French

Awards

Queen Mary First Year Law Department Bursary (Academic achievement) *11/2008*

Okanagan College Distinguished Alumni Award (for Business Strategy Competition) *04/2007*

Okanagan College Dean's Honour List (full course load and top grades) *06/2003 – 06/2005*

Okanagan College President's Award for Diploma Programs (top two grades in class) *06/2005*

Governor General's Academic Medal (top grades in class) *06/2002*

Nominated for Young Female Citizen of the Year Award, Kelowna BC *04/2001*

Additional

Tacoma Pro Bono Volunteer of the Month 08/2025

Sonali Gardens Legal Advice Centre, London, UK *06/2009 – 09/2009*

Philip C Jessup International Law Moot Competition, London, UK *10/2008 – 02/2009*

Director of Strategic Planning, Food Policy Council Board, Kelowna *07/2012 – 06/2013*

International Collegiate Business Strategy Competition *10/2006 – 04/2008*

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: Bobby Henry, Associate Director for Regulatory Services

DATE: December 11, 2025

RE: Amendments to Policy for Waiver or Reduction of, or Extension of Payment for, Annual License and Reinstatement Fees

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CONSENT: Approve technical amendments to the Policy for Waiver or Reduction of, or Extension of Payment for, Annual License and Reinstatement Fees.

Background

The Policy for Waiver or Reduction of, or Extension of Payment for, Annual License and Reinstatement Fees (Policy) was approved by the Board of Governors in 2010 and last amended on September 23, 2021. The Policy sets forth situations in which WSBA staff may grant waivers or reductions of, and extensions of time for, payment of late fees related to member license and reinstatement fees. Since the Policy was last amended in 2021, there have been several amendments to the WSBA Bylaws as well as changes in license renewal procedures, including:

- Changing the name of the hardship exemption to and exemption based on financial need;
- Increasing the threshold to 270% of the poverty level (from 200%) in order to qualify for the exemption based on financial need;
- Adding an inactive license fee exemption due to significant health condition;
- Adding a license fee reduction due to hardship for senior members; and,
- Changing license renewal to a paperless process.

Proposed Amendments

The proposed amendments to the Policy are technical in nature in that the amendments will align the Policy with the WSBA Bylaws and paperless license renewal. Briefly, the proposed amendments will:

- acknowledge the Executive Director's ability to grant different types of exemptions and reductions of license fee as recently amended in the WSBA Bylaws;
- remove reference to "license packets" as license renewal is paperless now; and
- increase the threshold to 270% of the poverty level to qualify for extreme financial hardship, which is consistent with the threshold for exemptions based on financial need as provided for under the WSBA Bylaws.

Note: Because there is underlined text in the Policy, proposed amendments are double-underlined.

Attachments

- Proposed Amendments to the Policy for Waiver or Reduction of, or Extension of Payment for, Annual License and Reinstatement Fees

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in the confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The Board of Governors previously approved changes to the WSBA bylaws, which altered the poverty level threshold for exemptions to 270% and introduced exemptions for inactive and senior licensees. Materials presented and reviewed by the Board of Governors included a fiscal analysis.

The fiscal impact of these specific proposed technical amendments is generally limited to the amount of staff time used to draft the amendments, incorporate the amendments into relevant records, and communication of amendments to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The proposed amendments to Policy are primarily intended to align the Policy with the WSBA Bylaws and paperless license renewal. As such, these proposed amendments are unlikely to have a significant equity impact outside of the ones already identified when the Bylaw changes were being proposed.

WASHINGTON STATE
BAR ASSOCIATION

Policy for Waiver or Reduction of, or Extension of Payment for, Annual License and Reinstatement Fees

Approved by the Board of Governors on July 23, 2010 and amended on Sept. 23, 2021.

Annual License Fees

Requests to Waive, Reduce or Extend Payment of License Fees

WSBA members must pay license fees in order to maintain a license to practice law in Washington. In general, license fees cannot be waived or reduced, nor can the time to pay be extended. Other than the Executive Director's ability to grant ~~a hardship~~ limited exemptions or reductions as set forth in the WSBA Bylaws, WSBA employees are not authorized to waive, reduce or extend the time to pay the license fee.

Late Fees re Annual License Fee

Requests to Waive, Reduce or Extend Payment of the Late Payment Fee

WSBA employees are not authorized to extend the time to pay the late payment fee. WSBA employees have limited discretion in waiving late payment fees. Late payment fees are not waived in the following circumstances:

1. If members claim they did not receive their license renewal ~~packets or~~ email notifications, without evidence that this actually occurred and was due to WSBA error (see below).
2. If members pay by check or electronic funds transfer that is returned by the bank for non-sufficient funds (NSF) and subsequently do not pay by the deadline.
3. If members submit a timely request through their bank to send a check and the bank does not send the check by the deadline.

WSBA employees will waive the late payment fee for the following reasons:

1. If WSBA error was the cause, such as failure to correctly process a member's change of contact information.
2. If members provide reasonable proof that they made their payments in time even though WSBA has no record of receiving it.
3. If members notify the WSBA of extraordinary personal circumstances that prevent them from making their payments by the due date. Extraordinary personal circumstances include a serious medical emergency, a death of a close family member or close friend, a significant health problem, and extreme financial hardship. Extreme financial hardship is defined as annual household income equal to or less than ~~200~~270% of the federal poverty level as determined based on the member's household income for the calendar year immediately preceding the calendar year for which the member is seeking the request. Members must submit a written request for a waiver under this section on a form provided by the WSBA. The WSBA may require reasonable documented proof of the extraordinary personal circumstances.

Reinstatement after Suspension

A member's license can be reinstated from suspension to any membership status after meeting the requirements for changing status after suspension as set forth in the WSBA Bylaws Art. III Sec. K, which

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includes paying the current license fee and assessments. Reinstatement after suspension for non-payment of license fees has additional reinstatement fees.

Waiver or Reduction of Investigation/Application Fee

Members must pay an investigation/application fee to apply to return to active status. Investigation fees cannot be waived or reduced.

Calculation of Reinstatement Fees after Suspension for Non-payment of License Fees

In accordance with the WSBA Bylaws, the reinstatement fee assessed to a member depends on when the member is reinstated.

1. Reinstatement to the same status prior to suspension:
    a. If the member requests to be reinstated in the same calendar year that the license is suspended, the member will need to pay two times the sum of the annual license fee and the late payment fee (and the Client Protection Fund (CPF) assessment if returning to Active status).
    b. If the member requests to be reinstated in a calendar year subsequent to the year in which the license was suspended, the member will need to pay:
        i. Two times the sum of the annual license fee and the late payment fee for the year of the suspension (and the CPF assessment for the year of suspension if Active at time of suspension); and
        ii. The license fee for the current year (and the CPF assessment if returning to Active status).
2. Reinstatement to a status other than Active when the member's license was Active prior to suspension:
    a. If the member requests to be reinstated in the same calendar year that the license is suspended, the member will need to pay two times the sum of the Active license fee and the late payment fee, and the CPF assessment. The member will not have to pay an additional license fee for the new status, because that fee will be covered by the amount of the Active license fee.
    b. If the member requests to be reinstated in a calendar year subsequent to the year in which the license was suspended, the member will need to pay:
        i. two times the sum of the Active license fee and late payment fee for the year of suspension;
        ii. the CPF assessment for the year of suspension; and,
        iii. the license fee for the current year.

Circumstances for Reducing Reinstatement Fees

WSBA employees have limited discretion in waiving reinstatement fees. Reinstatement fees are <u>not waived</u> in the following circumstances:

1. If a member did not understand, at the time of suspension, that the fees would be high.
2. If a member was unaware that the member's license had been suspended for non-payment.

WSBA employees <u>will reduce</u> the reinstatement fee for the following reasons:

1. If WSBA error was the cause, such as failure to correctly process a member's change of contact information.

2. If members notify the WSBA of extraordinary personal circumstances that prevented them from paying license fees or applying for reinstatement in a timely manner. Extraordinary personal circumstances include a serious medical emergency, a death of a close family member or close friend, a significant health problem, and extreme financial hardship. Extreme financial hardship is defined as annual household income equal to or less than ~~200~~270% of the federal poverty level as determined based on the member's household income for the last 12 months or the immediately preceding calendar year. Members must submit a written request for a waiver under this section on a form provided by the WSBA. The WSBA may require reasonable documented proof of the extraordinary personal circumstances.

The amount of the reduction in the reinstatement fee will be considered on a case by case basis, based on length of time in suspended status, the duration of the extraordinary personal circumstances, and other pertinent factors.

Appeals of Staff Decisions

If a member's request for a waiver, reduction or extension is denied by staff, the member may appeal the decision to the Board of Governors.

Appeals must be submitted in writing. Appeals must be submitted in writing to the Regulatory Services Department for inclusion in the Board of Governors meeting materials. The standard for granting the appeal is documented, exigent circumstances.

Appeals should be reviewed and decided on the written record. The Board must review the appeal on the written record in executive session. Staff from the Regulatory Services Department may be present to respond to procedural questions from the Board of Governors but not to advocate its position.

Issue on appeal. The issue on appeal before the Board is whether the appellant qualifies for a waiver or reduction under this policy and WSBA Bylaws at the time of the request.

Criteria for review. The criteria for reviewing the request are:

1. Is there a compelling circumstance for the member to not have been aware of the license fee payment deadline, to not have been able to meet the license fee deadline, to not have been aware of the member's impending suspension for non-payment of fees, or to not be able to pay license fees within 60 days of the mailing of the Pre-suspension Notice;
2. Is there a reasonable connection between the compelling circumstance and the missed deadline; and
3. Is the documentation adequate to the cause?

The decision of the Board of Governors is final.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: Julianne Unite, WSBA Member Services and Engagement Manager;
Carolyn MacGregor, Sections Program Specialist;
Catherine Schur, Assistant General Counsel

DATE: December 23, 2025

RE: Updating Section Bylaws and WSBA Policies to Reflect Change from "Young Lawyer" to "New Member"

CONSENT: Approve amendments to section bylaws and WSBA policies to conform to the change from "Young Lawyer" to "New Member," adopted by the Board of Governors in July 2025.

At its July 2025 meeting, the WSBA Board of Governors (BOG) unanimously approved amendments to Article XII of the WSBA Bylaws, changing the name of the then-Washington Young Lawyers Committee to the Washington New Members Committee. New members were defined to include active Bar members within their first ten years of practice in Washington. The Washington Supreme Court approved these changes to the WSBA Bylaws in September 2025, with an effective date of October 1, 2025.

Several section bylaws and WSBA policies refer to the Washington Young Lawyers Committee, Washington Young Lawyers Division, or to the definition of "young lawyer" previously contained in the WSBA Bylaws. For instance, section bylaws may include provisions including a Young Lawyer Liaison position on the section executive committee. These bylaws and policies now require updating with the change from "young lawyer" to "new member."

Following approval by the Washington Supreme Court of the amendments to the WSBA Bylaws, WSBA staff worked with sections and other entities to update the language in their bylaws, charters, and policies. Those policy documents are identified in the tables below with the excerpt of the pertinent text and proposed revised language. The revisions are limited solely to conforming the section bylaws to the new "New Member" language in the WSBA Bylaws; no other changes are proposed to these documents. Complete copies of the relevant policy documents with markups of the proposed revisions can be found in the BOG Box folder and are available to members of the public upon request.[1]

The section bylaws requiring updating are listed in the table below with the date of approval and the revised language:

Section	Date Approved by Section Executive Committee	Current Language	Proposed revised language
Administrative Law	11/17/2025	5.2(f): Young Lawyer Liaison	New Member Liaison

[1] Please contact Catherine Schur, catherines@wsba.org, and identify the requested document.

Antitrust, Consumer Protection, and Unfair Business Practices	12/18/2025	9.2: Composition [. . .] A Young Lawyer Liaison to the Section shall also have membership in the Executive Committee with full voting rights.	9.2: Composition [. . .] A New Member Liaison to the Section shall also have membership in the Executive Committee with full voting rights.
Business Law	11/19/2025	4.2(e): Washington Young Lawyers Committee and WYLC Liaison	Washington New Members Committee and WNMC Liaison
Civil Rights Law	11/24/2025	5.2(c): Young Lawyer Liaison	New Member Liaison
Construction Law	11/12/2025	3.2: Young Lawyer Liaison	New Member Liaison
Creditor Debtor Rights	12/4/2025	4.2(a)(ii): Young Lawyer Liaison; 4.6 Young Lawyer Liaison and Washington Young Lawyers Committee	New Member Liaison; New Member Liaison and Washington New Members Committee
Criminal Law	11/20/2025	4.2(d): Young Lawyer Liaison	New Member Liaison
Dispute Resolution	10/24/2025	5.1: Young Lawyer Liaison	New Member Liaison
Environmental & Land Use Law	11/12/2025	4.2(g): Young Lawyer Liaison and Washington Young Lawyers Committee	New Member Liaison and Washington New Members Committee
Intellectual Property	12/9/2025	4.02(D): Young Lawyer Liaison and Young Lawyers Committee; 5.05 Young Lawyer Liaison and Young Lawyers Committee; 5.05.C Young Lawyer Liaison and Young Lawyers Committee and young lawyers;	New Member Liaison and New Members Committee; New Member Liaison and New Members Committee; New Member Liaison and New Members Committee and new members
Juvenile Law	11/19/2025	4.2.l: Young Lawyer Liaison; 7.4.j: Young Lawyer Liaison	New Member Liaison; New Member Liaison
Labor & Employment	11/4/2025	4.2: Young Lawyer Liaison	New Member Liaison
Litigation	11/05/2025	4.2(d): Young Lawyer Liaison	New Member Liaison
Real Property, Probate & Trust	12/4/2025	4.2(l): Young Lawyer Liaison;	New Member Liaison;
Solo & Small Practice	12/3/2025	4.2.d(ii): The Washington Young Lawyers Committee	Washington New Members Committee

In addition, policies with proposed updates are listed below along with the relevant text and proposed revisions.[2] Again, changes are limited to conforming the policies to the WSBA Bylaws amendments. The proposed revisions were made in consultation with the WSBA staff who administer the policies.

Policy	Current Language	Proposed revised Language
APEX Award Eligibility Criteria	Outstanding Young Lawyer Award: Open to active lawyers who meet the definition of "young lawyer" in the WSBA Bylaws (currently: "until the last day of December of the year in which the member attains the age of 36 years or until the last day of December of the fifth year after the year in which such member first was admitted to practice as a lawyer in any state, whichever is later.")	Outstanding New Member Award: Open to active lawyers who meet the definition of "new member" in the WSBA Bylaws.
WSBA Member Data and Contact Information Policy	**The Use of Age as a Membership Criterion** Age may be used as a criterion for determining membership status in groups within the WSBA only when used in conjunction with a "years in practice" criterion (as of June 2010, these groups are the Washington Young Lawyers Division [WYLD] and the Senior Lawyers Section).	**The Use of Age as a Membership Criterion** Age may be used as a criterion for determining membership status in groups within the WSBA only when used in conjunction with a "years in practice" criterion.
	Lists of members' fax numbers, phone numbers, and/or e-mail addresses will not be provided, with three exceptions: [. . .] (2) public e-mail addresses may be provided to candidates for the Board of Governors or WYLD Board of Trustees [. . .].	Lists of members' fax numbers, phone numbers, and/or e-mail addresses will not be provided, with three exceptions: [. . .] (2) public e-mail addresses may be provided to candidates for the Board of Governors or Washington New Members Committee [. . .].
	Candidates for the Board of Governors or WYLD Board of Trustees: One set of mailing labels or lists for WSBA members in a governor-candidate's congressional district or a WYLD trustee-candidate's district will be provided to each governor or trustee candidate at no charge upon request (additional sets may be purchased).	Candidates for the Board of Governors or Washington New Members Committee: One set of mailing labels or lists for WSBA members in a governor-candidate's congressional district or a Washington New Members Committee candidate's district will be provided to each governor or trustee candidate at no charge upon request (additional sets may be purchased).
	Mailing labels or lists shall not be provided for: Partisan or nonpartisan political mailings at any level except for candidates for judicial	Noncommercial mailings by WSBA committees, WSBA sections, and the Washington New Members Committee: Mailing labels or lists will

[2] More extensive updates to the Committees and Boards Policy have also been proposed and are included separately in the Board of Governors meeting materials. The proposal includes updating the policy to reflect the change in name to New Member, but, because other changes are proposed to that policy, it has not been included here.

	office or for the WSBA Board of Governors or for the WYLD Board of Trustees.	be provided to WSBA committees, WSBA sections, and the Washington New Members Committee at no charge.

Lastly, WSBA staff identified two policy documents—the appointment policy for the Washington New Members Committee and the Long-Range Planning Council Charter—that include references to "young lawyer" but that will require more comprehensive updates. Staff will be working with each entity on making the necessary updates. These changes, however, go beyond the scope of the current proposal and have not been included at this time.

This memo respectfully requests that the BOG approve these changes to conform section bylaws and WSBA policies to the new language in the WSBA Bylaws.

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The fiscal impact to WSBA resulting from the proposed amendments and policies are generally limited to the amount of staff time used to draft proposed language, incorporate the approved changes to relevant records, and communication of changes to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources. The fiscal analysis from July 2025, when the Board of Governors changed the name from "Young Lawyers" to "New Members," can be referenced for the impact of that change, which drives the current proposal.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The proposed amendments to section bylaws and WSBA policies are primarily intended to remain consistent with the amended definitions of and term changes from "Young Lawyer" to "New Members." As such, these proposed amendments are unlikely to have a significant equity impact outside of the ones already identified in the proposal to change the definition and terms describing new WSBA members.

Attachments

Please see the BOG Box folder for complete copies of revised document identified in this memo. Documents are available to members of the public upon request.

WASHINGTON STATE
BAR ASSOCIATION

ADMINISTRATIVE LAW SECTION

Bylaws

As last amended and approved by the
Washington State Bar Association Board of Governors on ~~November 13, 2020~~January 16, 2026.

ARTICLE 1. ESTABLISHMENT OF SECTION AND IDENTIFICATION

1.1 The name of this section is the Administrative Law Section (the "Section").

1.2 The Section is established under the Bylaws of the Washington State Bar (the "Bar").

ARTICLE 2. PURPOSE AND ORGANIZATION

2.1 The purpose of the Section is to seek participation of all interested members of the Bar to benefit Section members, their clients and the general public by:

a. Exchanging ideas and sharing knowledge in administrative law, including the Washington Administrative Procedure Act, Public Records Act and Open Public Meetings Act, through continuing legal education, publications, meetings, website, and other means of communication;
b. Initiating and implementing common projects;
c. Improving and facilitating the administration of justice in administrative law through the review of pending legislation and regulations, the development of proposed statutes, and the promotion of uniformity in legislation and administration; and
d. Providing other services that may benefit Section members, the legal profession and the public.

2.2 These bylaws are adopted subject to and are interpreted consistently with the Bylaws of the Bar.

2.3 The principal office of the Section is at the offices of the Bar.

2.4 The fiscal year of the Section is the same as that of the Bar.

ARTICLE 3. MEMBERSHIP

3.1 Any of the following people may become a voting member of the Section by paying annual Section dues. The executive committee determines the amount of Section dues, and the Bar Board of Governors approves it.

(a) an Active member of the Bar,
(b) a Judicial member of the Bar,
(c) an Emeritus Pro Bono member of the Bar under APR 8(e),
(d) a House Counsel member of the Bar under APR 8(f),
(e) a professor at any Washington law school (whether licensed in Washington or not), or
(f) a full-time military lawyer stationed in Washington, but licensed in another state, U.S. territory, or the District of Columbia.

3.2 After payment of annual Section dues, any person who has an interest in administrative law may become a non-voting Section member ("subscriber") and non-voting Section committee member. In accordance with the Bylaws of the Bar, law students may be enrolled as subscribers of the Section. Subscribers may not hold a section office.

3.3 Members shall pay in advance annual Section dues. Any person who does not pay the annual Section dues is no longer a member of the Section. Membership status is determined as of the date dues are paid. The section membership dues for law students shall be set at a standard amount annually determined by the Board of Governors.

ARTICLE 4. MEETINGS OF THE MEMBERSHIP

4.1 The annual meeting of the Section may be at a time and location determined by the executive committee.

4.2 The voting members of the Section present at any section meeting constitute a quorum for the transaction of business.

4.3 Actions of the section are by majority vote of the voting members present, or by action of the voting members of the executive committee consistent with these bylaws.

4.4 Special meetings of the Section may be called by the Chair or a majority of the executive committee.

4.5 In accordance with Bar Bylaws, notice of membership meetings shall be sent to all members of the Section. No membership meeting shall be official without prior notice. The notice shall state the business to be transacted at the meeting.

ARTICLE 5. THE EXECUTIVE COMMITTEE

5.1 The executive committee has the powers and duties necessary to administer the business of the Section, including acting for the Section to accomplish the purposes in Article 2.1. The executive committee has the authority to approve the content and publishing of the Section newsletter, the adoption of the budget in consultation with the Bar, and expenditures in accordance with the budget. The executive committee may also perform duties assigned by the Board of Governors. The executive committee may establish and discontinue committees and subcommittees of the Section.

5.2 The executive committee members are:

(a) The Chair;
(b) The Chair-elect;
(c) The Immediate Past Chair;
(d) The Secretary and the Treasurer or the Secretary/Treasurer;
(e) Nine At-Large members; and
(f) ~~Young Lawyer~~New Member Liaison.

5.3 The terms of all positions on the executive committee begin on October 1, if elected or immediately on appointment if appointed to fill a vacancy.

5.4 A majority of the voting members of the executive committee present in person, by telephone, or by videoconference constitutes a quorum. Action by the executive committee is determined by a majority vote of the executive committee members present once a quorum is established. Votes may be conducted by email in accordance with the Bar's Bylaws.

ARTICLE 6. OFFICERS

6.1 The officers of the Section are the Chair, the Immediate Past Chair, the Chair-elect, the Secretary, and Treasurer, or Secretary/Treasurer.

6.2 Any committee member, or chair of any committee may be removed by a majority vote of the executive committee or by the Chair. Any member of the executive committee may be removed by a two-thirds majority vote of the executive committee. Grounds for removal of executive committee members include, but are not limited to, regular absence from executive committee meetings and events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the Section membership.

6.3 The Chair presides at all meetings of the Section and the executive committee. The Chair may present at the annual meeting of the Section a report of the work of the Section for the past year. The Chair shall perform other duties customary to the office of Chair or delegated by the executive committee.

6.4 The Chair-elect performs duties assigned by the Chair or the executive committee. Upon death, resignation, or the Chair's refusal to act, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's term. If the Chair becomes disabled or otherwise temporarily unable to serve, the Chair-elect serves as the Chair so long as the inability to serve continues.

6.5 The Secretary or Secretary/Treasurer will take minutes at each meeting of the Section and executive committee, and provide approved minutes to the Bar for publication and record retention. The Secretary/Treasurer shall perform other duties assigned by the Chair or the executive committee.

6.6 The Treasurer or Secretary/Treasurer will work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, work with the Bar to prepare the Section's

annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget.

ARTICLE 7. ELECTIONS

7.1 The voting membership annually elects a Chair-elect and a Secretary and Treasurer or Secretary/Treasurer, each to serve a one-year term. The voting membership annually elects three At-Large members to serve on the executive committee, each to serve a three-year term. The Chair automatically becomes the Immediate Past Chair. The voting membership may re-elect any member of the executive committee.

7.2 On expiration of the Chair's term, the Chair-elect automatically succeeds to the office of the Chair.

7.3 The Chair shall appoint a nominating committee each year of not less than three members of the Section, at least one of whom shall not be a current member of the executive committee. The nominating committee shall seek interested individuals to fill open positions on the executive committee, with a balance of nature of practice or employment, geography, and other bases of diversity. All applicants will apply through an electronic application process administered by the Bar. The nominating committee shall make nominations for Chair-elect, Secretary and Treasurer or Secretary/Treasurer, three At-Large executive committee members to succeed those with expiring terms, and At-Large executive committee members for any existing vacancies. The executive committee will approve a list of nominees for each open position.

7.4 All individuals who complete the electronic application process administered by the Bar who are not selected by the Nominating Committee will be given the opportunity to self-nominate to be included on the final list of approved nominees.

7.5 The Bar will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by drawing cards from a standard deck of cards. The candidate with the highest value card in bridge will be the winner.

7.6 Nominations and elections for open executive committee positions will be held between March and May each year.

7.7 If there is a vacancy on the executive committee between elections, the voting members of the executive committee, by majority vote, shall appoint a section member to fill the vacancy until the next annual election, when an individual will be elected to serve the remainder of the vacated term.

ARTICLE 8. COMMITTEES

8.1 The executive committee shall determine the number, types and duties of Section committees. The committees may be either standing or ad hoc committees.

8.2 The Chair shall appoint chairs and members for each committee. The chairs of the standing committees are expected to attend and participate in executive committee meetings but are not voting executive committee members.

ARTICLE 9. PUBLICATIONS

9.1 A newsletter may be published and furnished to members of the Section and to other persons or organizations as determined by the executive committee. The newsletter shall be published at such intervals as the executive committee deems appropriate. Content of the newsletter shall be balanced to reflect the viewpoint of the various members of the Section.

9.2 The Section may publish other written materials and documents that further the objectives of the Section.

ARTICLE 10. AMENDMENTS

10.1 These bylaws may be amended by either of the following means: (1) at any annual meeting of the Section by a majority vote of the voting members of the Section present and voting; or (2) by a majority vote of the voting executive committee members at any meeting of the executive committee once a quorum is established. Amendments will become effective when approved by the Bar's Board of Governors.

10.2 Prior notice of the proposed changes to the Bylaws shall be given to all members before the meeting.

Amended September 1997.

Amended September 19, 2002.

Approved as amended by the Bar Board of Governors on December 5, 2008, subsequent to approval by members of the Section in attendance at the Section's annual meeting held on November 13, 2008.

Approved as amended by the Bar Board of Governors on July 23, 2010. In accordance with the Bar Bylaws, the approved amendments are specific to Article 3. Membership, stating that a law student may join the Section as a non-voting member.

Approved as amended by the Bar Board of Governors on July 29, 2017, subsequent to approval by members of the Section in attendance at the Section's annual meeting held on June 10, 2017.

Approved as amended by the Bar Board of Governors on November 13, 2020, subsequent to approval by members of the executive committee of Section in attendance at the Section's executive committee meeting held on September 21, 2020.

Approved as amended by the Washington State Bar Association Board of Governors on January 16, 2026, subsequent to approval by members of the executive committee of Section in attendance at the Section's executive committee meeting held on November 17, 2025.

WASHINGTON STATE
BAR ASSOCIATION

BUSINESS LAW SECTION

Bylaws

As amended and/or restated on May 31, 1986; April 22, 1989; June 11, 1994; June 3, 2000; July 23, 2010; July 27, 2017, ~~and~~ September 7, 2024, and January 16, 2026.

ARTICLE 1.
IDENTIFICATION

1.1. Creation

The Business Law Section of the Washington State Bar Association (hereinafter referred to as the "Section") was established pursuant to the Bylaws of the Washington State Bar Association (hereinafter referred to as the "Bar").

1.2. Purpose

The purpose of the Section shall be to benefit the members of the Section and their clients:

(a) By encouraging research and study, and the development of best practices, in the area of business law in the State of Washington, and sharing these efforts through continuing legal education where possible and appropriate;

(b) By participating in the development of state legislation and regulations in order to improve and facilitate the administration of justice in the area of business law; and

(c) By undertaking such other services relating to the area of business law as may be of benefit to members of the Section, members of the Bar and the greater public.

1.3. Limitations

These bylaws have been adopted subject to applicable Washington statutes and the Bylaws of the Bar.

1.4. Principal Office

The principal office of the Section shall be maintained at the offices of the Bar.

1.5. Fiscal Year

The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE 2.
MEMBERSHIP

2.1. Enrollment

Any of the following may be enrolled as voting members of the Section upon application and payment of annual Section dues in such amounts set by the Section and approved by the Board of Governors of the Bar (such individuals, "Voting Members"): (i) active members of the Bar in good standing, including lawyers, limited practice officers and limited license legal technicians, (ii) Active members of the state or federal judiciary within the State of Washington, (iii) professors, assistant professors, associate professors, instructors and other faculty members of accredited law schools within the State of Washington, and (iv) such other individuals as the executive committee shall permit on a case-by-case basis, subject to the requirements of the Bar. Individuals that do not qualify in any of the foregoing categories may be enrolled as non-voting members upon application and payment of annual Section dues in such amounts set by the Section and approved by the Bar (such individuals, "Non-voting Members" and, collectively with the Voting Members, the "Members"). Non-voting Members may not hold any Section office.

2.2. The Membership

Members enrolled as provided in Section 2.1 shall constitute the membership of the Section.

2.3. Dues

Member dues in the amount determined by the Section and approved by the Bar shall be paid annually in advance or as otherwise agreed to by the Section and the Bar. Any person who shall have failed to pay the annual dues when required shall cease to be a member of the Section. With the exception of law students, the Section dues for Non-voting Members shall be the same amount as that established for Voting Members. The Section dues for law students shall be set annually by the Board of Governors of the Bar, in an amount no greater than the dues charged to law students by any other section of the Bar.

ARTICLE 3.
MEETINGS OF THE MEMBERSHIP

3.1. Annual Meeting

The annual meeting of the Section shall be held each year on a date and at a time and place designated by the Chair. The Chair shall cause notice of the annual meeting to be provided to all Members of the Section at least ten (10) days prior to the meeting. For the avoidance of doubt, electronic notice, including through the Bar's website, shall be sufficient for these purposes.

3.2. Other Meetings

Meetings of the membership of the Section, other than annual meetings, may be called by any Officer, at such time and place as such Officer may determine, upon seven (7) days' prior notice to the Members. For the avoidance of doubt, electronic notice, including through the Bar's website, shall be sufficient for these purposes. Such notice shall contain a summary of the business to be transacted at such meeting.

3.3. Controlling Vote

A majority vote of the Members present at any annual or other meeting of the Section shall be necessary and sufficient to approve any business brought before such meeting. Members may participate in any meeting in person or electronically, as permitted by the Bar. Members participating in this fashion are deemed to be present at the meeting.

ARTICLE 4.
THE EXECUTIVE COMMITTEE

4.1. Powers and Duties

Except as reserved to the Members, the executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section in accordance with these bylaws and the Bylaws of the Bar.

4.2. Composition

The executive committee shall be composed of the following persons, each of whom shall be a voting member of the executive committee unless otherwise specified:

(a) the Officers;

(b) the person having served as Chair in the immediately preceding term (the "Immediate Past Chair"), who shall be a non-voting member of the executive committee;

(c) the chair or co-chairs of each permanent and ad hoc committee during the term of such committee;

(d) up to two (2) members at large;

(e) the designated liaison from the Washington ~~Young Lawyers~~New Members Committee (the "~~WYLC~~ WNMC Liaison"); and

(f) such other persons appointed to the executive committee by the Chair of the Section with the consent of the executive committee, who shall be non-voting members of the executive committee except to the extent otherwise specified by the executive committee and consistent with the Bylaws of the Bar.

4.3. Term

The term of the WYLC Liaison shall be two (2) years. The term for all other positions on the executive committee shall be one (1) year. Each term shall be beginning on October 1 of the year of election or such other date as mandated by the Bar. In the event no successor for an executive committee member is elected or appointed at the end of the applicable term, the sitting executive committee member will continue to serve in such capacity until the earlier of: (i) such individual's resignation, (ii) the election or appointment of a successor, (iii) the elimination of such position in accordance with these bylaws and the Bylaws of the Bar.

4.4. Controlling Vote

A majority of the voting members of the executive committee shall constitute a quorum at all meetings of the executive committee. When a quorum is present at any meeting of the executive committee, any decision of the executive committee shall be determined by a majority vote of the executive committee members present; provided, that any action (other than taking no position) with respect to proposed legislation shall require the affirmative vote of at least seventy-five percent (75%) of all voting members of the executive committee (or such different percentage as may be required from time to time by the Bar).

4.5. Meetings

Meetings of the executive committee may be held at such times and places as designated by the Chair or a majority of the executive committee, in such fashion as permitted by the Board of Governors. The executive committee shall be expected to conduct a minimum of four (4) meetings annually. Members may participate in person, by videoconference and/or teleconference or by any other means permitted by the Board of Governors. Members participating in this fashion are deemed to be present at the meeting.

ARTICLE 5.
OFFICERS

5.1. Officers

The officers of the Section shall be the Chair, the Chair-Elect, the Treasurer and the Secretary (collectively, the "Officers").

5.2. Removal

Any Officer, committee chair, or other member of the executive committee may be removed by a two-third (2/3) majority vote of the executive committee. Grounds for removal include, but are not limited to, regular absence from executive committee meetings and events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interests of the Section Membership.

5.3. Chair

The Chair will preside at all meetings of the Section and executive committee, and will have such other executive powers and perform such other duties as are consistent with the Bar and these bylaws.

5.4. Chair-Elect

The Chair-Elect will be in charge of, and have overall responsibility, for continuing legal education programs and seminars, including any programs or seminars offered in connection with the annual meeting of the Section, and perform such additional duties as may be assigned to him or her by the Chair or by the executive committee. The Chair-Elect shall perform all of the duties of the Chair in the absence or inability to act of the Chair.

Although election to the office of Chair requires the affirmative vote of the Members, the Chair-Elect will be expected to be nominated for the position of Chair at the election following his or her election as Chair-Elect.

5.5. Treasurer

The Treasurer will work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, work with the Bar to prepare the Section's annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget. Further, the Treasurer will perform any additional duties incident to the office of Treasurer as may, from time to time, be assigned to him or her by the Chair or the executive committee, consistent with the Bar's policies and procedures.

Although election to the office of Chair-Elect requires the affirmative vote of the Members, the Treasurer will be expected to be nominated for the position of Chair-Elect at the election following his or her election as Treasurer.

5.6. Secretary

The Secretary will take minutes at each meeting of the Section and executive committee, and provide approved minutes to the Bar for publication and record retention. Further, the Secretary will perform any additional duties incident to the office of Secretary as may, from time to time, be assigned to him or her by the Chair or the executive committee, consistent with the Bar's policies and procedures.

Although election to the office of Secretary requires the affirmative vote of the Members, the Secretary will be expected to be nominated for the position of Treasurer at the election following his or her election as Secretary.

ARTICLE 6.
ELECTIONS AND APPOINTMENTS

6.1. Elections

All voting members of the executive committee, including the Chair, Chair-Elect, Treasurer and Secretary shall be elected annually (or in the case of the WYLC Liaison, appointed every two years) in the manner prescribed by the Bar or, upon reasonable notice to the Members with all pertinent details, by such alternative, equivalent election process determined by the executive committee and administered by the Section, consistent with the requirements of the Bar.

6.2. Members at Large

Members at large to the executive committee shall be nominated and elected as voting members of the executive committee to represent the general interests of the Section membership, with a view towards diversity and broad geographical representation on the executive committee.

6.3. Nominations

A nominating committee, consisting of (i) the Chair, (ii) the Chair-Elect and/or the Immediate Past Chair, and (iii) if reasonably possible, at least one person who is not then a member of the executive committee, shall nominate one or more persons for each of the elected positions on the executive committee and shall make a report of those nominations at the annual meeting of the Section. Each permanent and existing ad hoc committee will be expected to provide the nominating committee with its selection for chair or co-chairs of such committee. Other nominations for the same positions, whether self-nominations or nominations for others, may be made by anyone participating at the annual meeting of the Section, provided that such nominees are, both at the time of nomination and for a continuous period of one year prior to the nomination, Voting Members of the Section.

6.4. Appointments

Those positions on the executive committee which are not filled as otherwise set forth in these bylaws shall be filled by appointment by the Chair with the consent of the executive committee, consistent with the requirements of the Bylaws of the Bar.

6.5. Vacancy

Vacancy of any position on the executive committee shall be filled by appointment by the Chair, subject to the majority vote of the executive committee, for the unexpired portion of the term.

ARTICLE 7.
COMMITTEES

7.1. Permanent Committees

The following permanent committees are hereby established:

(a) Corporate Act Revision Committee;

(b) Financial Institutions Committee;

(c) Law of Commerce in Cyberspace Committee;

(d) Non-profit Corporations Committee;

(e) Partnership and LLC Law Committee;

(f) Communications Committee;

(g) Securities Law Committee;

(h) Uniform Commercial Code Committee;

(i) Legal Opinions Committee; and

(j) Privacy Committee.

7.2. Other Committees

The Chair, with the approval of the executive committee, may from time to time authorize the creation of additional permanent or ad hoc committees and appoint members thereof.

ARTICLE 8.
AMENDMENT

These bylaws may be amended at any meeting of the Section or of the executive committee. No amendment to these bylaws shall become effective until approved by the Board of Governors of the Bar.

WASHINGTON STATE
BAR ASSOCIATION

CIVIL RIGHTS LAW SECTION
Bylaws

As last amended and approved by the
Washington State Bar Association Board of Governors on January 16, 2026 ~~July 27, 2017~~.

ARTICLE 1. NAME AND MISSION

The name of this section is the Civil Rights Law Section (the "Section"). The mission of the Section shall be to educate and advocate for civil liberties and equal rights in the context of civil rights law and the legal issues of Washington State residents, with particular focus on those who have traditionally been denied such rights and equal treatment under the law including, but not limited to, racial, ethnic, or religious minorities; elderly; gay, lesbian, bisexual or transgendered; immigrants; mentally or physically disabled; impoverished; and homeless.

ARTICLE 2. GENERAL PROVISIONS

2.1 **Establishment and Limitations.** The Section is hereby established pursuant to the Bylaws of the Washington State Bar Association (hereinafter referred to as the "Bar"). These Bylaws are subject to WSBA Bylaws and policies, and to court rules that apply to the WSBA.

2.2 **Purpose.** The Section will be concerned with all aspects of law and policy related to the improvement of the legal practice in the substantive area of civil rights law, which includes, but is not limited to violations of rights provided under the constitutions of United States and Washington state, under federal and state statutes, local laws and regulations; criminal harassment, hate crimes; and immigration matters. The Section will provide continuing legal education on civil rights law to its voting and non-voting members and all interested persons. The Section will provide a network for communications with the civil rights organizations throughout the State. The Section will submit, to the Board of Governors or other appropriate Bar entity, recommendations concerning proposed legislation or court rules that impact legal practice in the area of civil rights.

2.3 **Principal Office.** The principal office of the Section shall be maintained in the office of the Bar.

2.4 **Fiscal Year.** The fiscal year of the Section shall coincide with the fiscal year of the Bar.

ARTICLE 3. MEMBERSHIP

3.1 **Voting Members.** Any Active member in good standing of the Bar, Emeritus Pro Bono member (APR 8(e)), professor at any Washington law school (whether licensed in Washington or not), House Counsel (APR 8(f)), or any lawyer who is a full time lawyer in a branch of the military who is stationed in Washington but not licensed in Washington, may be enrolled as a voting member of the Section upon request and payment of annual Section dues.

3.2 **Subscribers**. Any other interested person may become a non-voting subscriber of the Section and serve as a non-voting member of Section committees and subcommittees upon payment of annual Section dues. The Section will welcome advocates from all interested disciplines. Law Students may be non-voting Section members at a standard annual dues fee set by the Board of Governors of the Bar.

3.3 **Dues.** Dues shall be paid annually in an amount to be established by the executive committee, which is described in these bylaws, Article 5, Executive Committee, and approved by the Board of Governors of the Bar. Any person who fails to pay the annual dues shall cease to be a member of the Section. Changes in dues shall be effective for the fiscal year immediately following such determination.

ARTICLE 4. MEETINGS OF THE MEMBERSHIP

4.1 **Annual Meetings of the Membership.** The annual meeting of the Section shall be held at a time and location determined by the executive committee and the meeting schedules and contact information will be made reasonably available by the Bar consistent with the Bar Bylaws.

4.2 **Other meetings** may be held at a time and place designated by the Chair or a majority of the Executive Committee. The membership shall be notified of the date and location of a special meeting and this information will be made reasonably available to the members consistent with the Bar Bylaws.

4.3 Notice of the annual meeting and any other meetings shall be published in the Section newsletter and/or transmitted by mail or electronic mail to all members of the Section and made reasonably available to the public by the Bar prior to the meeting.

4.4 Approval of any business brought before the membership at any annual or other meeting of the Section shall be made by a majority vote of the voting members present in person, telephonically, or by videoconference or who have submitted ballots by mail or electronic mail prior to the meeting date.

4.5 Members may cast their vote by mail, or by electronic mail, or may appear telephonically or by videoconference with written notice to the Secretary of the Section.

ARTICLE 5. EXECUTIVE COMMITTEE

5.1 **Scope**. The Section executive committee shall supervise and control the affairs of the Section subject to these bylaws and the Bar's Bylaws. The executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section including, without limitation, the power and duty to act on behalf of the Section in connection with the activities listed in §2.2. The Section executive committee shall have authority to approve the content and publishing of the Section newsletter and/or website, and the adoption of the budget in consultation with the Bar and approval of expenditures consistent with the budget, and shall perform duties assigned to it by the Board of Governors of the Bar.

5.2 A. **Elected Members of the Section Executive Committee.** The members of the Section executive committee will be elected from the voting Section membership to fill the following positions:

Chair
Chair-elect
Secretary
Treasurer
Up to five (5) At-Large members

B. **Immediate Past Chair.** Upon conclusion of the Chair's term(s), the former Chair will subsequently serve as the Immediate Past Chair and will have a voice and vote on all matters that come before the Section executive committee provided that they are still a member of the Section and until conclusion of the succeeding Chair's term. In the event that the Immediate Past Chair is no longer willing and/or available to service in that capacity, the executive committee may at its discretion fill the vacancy of immediate Past Chair with a Former Chair willing to serve in the position. The Immediate Past Chair shall be a full voting member for purposes of establishing a quorum of the Section executive committee.

C. ~~Young Lawyer~~New Member **Liaison.** Upon the concurrence of a majority of the elected members of the Executive Committee, a ~~Young Lawyer~~New Member Liaison may serve on the Section executive committee. The ~~Young Lawyer~~New Member Liaison to the Section executive committee shall have a voice and vote on all matters that come before the Section executive committee, and shall be a full member for purposes of establishing a quorum of the Section executive committee.

5.3 **Term**. All executive committee positions will begin October 1 each year. The term for officers shall be for one year. The terms of the At-Large members will be for three years and shall be staggered as evenly as possible. Only voting members may serve on the Section executive committee.

5.4 **Regular Meetings**. The Section executive committee shall meet at least every two months, a minimum of six times per year.

5.5 **Special Meetings**. The Chair may, and upon the request of three members of the executive committee, shall, call meetings of the executive committee. Special meetings

of the executive committee may be called to amend these bylaws upon ten (10) days written notice of such meeting mailed to the members thereof, said notice to specify the purpose of such special meeting and the proposed amendment, as set forth in Article 10 hereof. Written notice of such meeting may be waived by one-hundred percent of those entitled to notice, by written waiver thereof. All other meetings shall be as set by the Chair of the Section.

5.6 **Quorum**. A majority of the voting members of the Section executive committee shall constitute a quorum, and may be present in person, by telephone or by videoconference. Action of the executive committee shall be determined by majority vote of the voting members of the executive committee present once a quorum is established. Executive committee members may vote by email in accordance with the Bar's Bylaws.

5.7 **General Section Member Voting**. The Section executive committee may direct that a matter be submitted to the members of the Section by a mail or electronic vote or by a vote at the Section annual meeting; in any such event, binding action of the Section shall be by majority of those voting.

5.8 **Committees and Subcommittees**. The Section executive committee shall have the authority to determine the number and type of Section committees and Section subcommittees and shall appoint Chairs for all committees and subcommittees. All members of the Section may serve on any committee or subcommittee at the discretion of the Section executive committee.

5.9 **Compensation**. No salary or compensation for services shall be paid to any member of the Section executive committee or member of any committee with the exception of the Editor and other staff of the Section newsletter (if applicable). Reimbursement may be allowed for travel and other out-of-pocket expenses for members of the Section executive committee and members of all Section standing and special committees, pursuant to the WSBA expense reimbursement policy.

5.10 **Section Annual Meeting**. The annual meeting of the Section executive committee shall be held in conjunction with the annual meeting of the Section. Special meetings may be held at the time and place designated by the Chair or a majority of the Section executive committee.

5.11 **Rights of Section Members**. The voting membership of the Section shall have the right to rescind or modify any action or decision by the Section executive committee, except for filling a vacancy in the position of officer or executive committee member, and also may instruct the Section executive committee as to future action. The Section executive committee shall be bound by any such action of the membership. The rights of the membership to direct, modify, or rescind an act of the Section executive committee shall not include the power to invalidate contracts or payments previously made under direction of the Section executive committee. Any vote to direct, modify, or rescind an action of the Section executive committee must be taken at a meeting at which two-thirds of voting members voting approve the Motion.

ARTICLE 6. COMMITTEES AND SUBCOMMITTEES

6.1 **Purpose.** The purpose of the committees shall be to further the interests of the Section within their particular areas of expertise, in coordination with the Section Chair and subject to control of the executive committee.

6.2 **Standing Committees.** The Section executive committee may establish as many standing committees as deemed necessary and may set the names, functions, and duration of such committees. The Section Chair, with the approval of the Section executive committee, shall appoint the committee director and members of all standing committees.

6.3 **Special Committees.** In addition to the standing committees provided above, the executive committee may appoint as many special committees for particular purposes as deemed appropriate; and may set the names, functions, and duration of such committees, including membership. The Section Chair, with the approval of the Section executive committee, shall approve the appointment of the committee director and members of all special committees.

6.4 **Subcommittees and Task Forces**. Subcommittees and task forces, as constituted from time-to-time by the executive committee, shall be filled by appointment of the Section Chair with the consent of the executive committee.

ARTICLE 7. ELECTIONS

7.1 No member may serve as an Officer on the Section executive committee for more than four (4) consecutive years.

7.2 To the extent possible, no more than one person from the same law firm, company or department of a public agency may serve on the executive committee at the same time.

7.3 No officer shall serve more than two successive terms in the same office.

7.4 The Chair-elect, Secretary, and Treasurer, and At-Large members to fill vacant or expiring terms, shall be elected every year during the annual election. Nominations and elections for open executive committee positions will be held between March and May each year.

7.5 All executive committee positions will begin October 1 each year.

7.6 **Nominating Committee.** The executive committee shall appoint a nominating committee for the specific purpose of recruiting and recommending candidates for Section officers and At-Large executive committee members. The nominating committee shall have no less than three members, at least one whom should not be a current member of the executive committee. The nominating committee shall make and issue a report to the executive committee at least thirty (30) days prior to the annual election, containing at least one nomination for each position to be filled by

election. The executive committee will also have an alternative process to allow for nominations to occur outside of the nominating committee process.

7.7 All applicants will apply through an electronic process administered by the Bar. The nominating committee shall use reasonable efforts to ensure that the members nominated reflect the diversity of the Section membership taking into account all relevant factors, including without limitation, practice area, office location, age, gender and ethnic origin.

7.8 The nominating committee may nominate more than one candidate for each position. Written notice containing the names of nominees selected by the nominating committee shall be provided to voting members of the Section via email or published in the Section newsletter no later than fourteen (14) days prior to the election. The notice shall include an invitation for further nominations from members of the Section.

7.9 The notice shall include the names of persons nominated, the positions to which they have been nominated, and a statement that members of the Section may nominate or self-nominate persons to serve in any of these elected officer positions by written nomination to the nominating committee.

7.10 To be accepted, nominations from members must include the name of the person nominated, the position for which he or she is nominated, and if not a self-nomination, written acknowledgement by the nominee of his or her willingness to serve.

7.11 The executive committee will approve a list of nominees for each open position.

7.12 The Bar will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by a coin toss.

7.13 Any member of the executive committee may be removed by a two-thirds majority vote of the voting members of the executive committee. Grounds for removal include, but are not limited to, regular absence from executive committee meetings or events (failure to attend three (3) consecutive meetings, in the absence of an excuse approved by the Chair prior to the meeting, or failure to attend four (4) consecutive meetings, even if excused), failure to perform duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the Section membership.

7.14 Except for the office of Chair-elect, a majority of the Section executive committee shall fill by appointment, for the unexpired portion of any term, any position that becomes vacant for any reason.

7.15 When a member is appointed to fill a vacancy in an unexpired term, the member will do so until the next annual election when an individual will be elected to serve the remainder of the vacated term. Such appointed members are eligible at the next annual election for election for a full term, unless the member's election to the new term will result in a violation of Sections 7.1, 7.2 and/or 7.3 of this Article.

ARTICLE 8. PUBLICATIONS, A/V MATERIALS and WEBSITE

8.1 **Newsletter.** There shall be published and furnished to members of the Section, and to such other persons or organizations as the executive committee may determine, an electronic newsletter published at such intervals as the executive committee shall determine.

8.2 **Other Publications.** The Section may publish a series of programs and/or other written or A/V material to further the objectives of the Section.

8.3 **Publication Editor.** The Chair shall appoint annually an editor of the newsletter and/or website who may be, but need not be, a member of the executive committee, but who is a member of the Section.

ARTICLE 9. AMENDMENTS

9.1 **Amendments.** These bylaws may be amended by either of the following means: (1) at any annual meeting of the Section by a majority vote of the voting members of the Section present in person, by telephone, or by videoconference; and (2) at any regular or special meeting of the executive committee of the Section called for the purpose of amending the bylaws upon at five (5) days written notice to the members thereof, by a majority vote of the voting Executive Committee members once a quorum is established. No amendment of these bylaws will be effective until approved by the Board of Governors of the Bar.

As last amended and approved by the Bar Board of Governors on January 16, 2026. ~~July 27, 2017.~~ Previously amended on September 23, 2010, ~~and~~ September 29-30, 2016, and July 27, 2017.

WASHINGTON STATE
BAR ASSOCIATION

CONSTRUCTION LAW SECTION

Bylaws

As last amended and approved by the Washington State Bar Association Board of Governors on ~~September 7, 2024~~January 16, 2026.

ARTICLE I. NAME AND PURPOSE

Section 1. NAME
This Section shall be known as the Construction Law Section (hereinafter referred to as "the Section").

Section 2. PURPOSE
The purpose of the Section shall extend to the field of public and private procurement and construction matters, with emphasis upon laws, regulations, and administrative and court decisions affecting the same.

The purposes of this Section are to promote the education of Washington State Bar Association members in laws, regulations, and administrative and court decisions affecting such procurement and construction, and the sound development of relevant laws and regulations; to cooperate in that endeavor with the American Bar Association and its sections; and to promote the objects of the Washington State Bar Association (hereinafter referred to as "WSBA").

ARTICLE II. MEMBERSHIP AND DUES

Section 1
Each voting member of this Section shall be an Active member in good standing of the WSBA, an inactive member, or any professor at a Washington law school (whether licensed in Washington or not).

Section 2
Each member of this Section shall pay to the WSBA annual dues in an amount to be determined by the executive committee and approved by the WSBA Board of Governors. Any member of the WSBA shall, upon request and payment of WSBA and Section dues for the current year, be enrolled as a member of this Section. Thereafter, such dues shall be paid as provided by WSBA.

Section 3
Subscribers are non-voting members who may not hold Section office or be a member of the executive committee.

(a) In accordance with the WSBA Bylaws, law students may be enrolled as subscribers ("subscribers") of the Section. The Section membership dues for law students shall be set at a standard amount annually determined by the Board of Governors.

(b) Licensed legal professionals who are not Active members of the WSBA may be enrolled as a subscriber of the Section. The Section membership dues for such non-active subscriber shall be the same as that established for voting members.

ARTICLE III. EXECUTIVE COMMITTEE

Section 1

The Officers of this Section shall be a Chair, a Chair-elect, a Vice Chair, a Treasurer, and a Secretary (collectively, "Officers").

Section 2

There shall be a governing executive committee, which shall consist of sixteen total members:

- Officers (5)
- At-Large Members (9)
- Immediate Past Chair (IPC) (1)
- ~~Young Lawyer~~New Member Liaison (1)

Past Chairs (PC) of the Section, other than the Immediate Past Chair, shall be honorary members of the executive committee. As such, they shall be given notice of and have the right to attend all meetings of the executive committee, and to participate in the discussions, but shall be nonvoting members other than the limited voting rights provided in Article V, Section 3.

Section 3

(a) Officers and At-Large executive committee members shall be selected from the eligible membership of the Section.

(b) The term for Officers, except Treasurer and Secretary, shall be one year, the term for Treasurer and Secretary shall be two years, and the term for At-Large executive committee members shall be three years, unless an executive committee member is elected for a partial term to fill a vacancy. Note: any individual elected as an At-Large member for a term of *less* than three full years shall then be guaranteed inclusion on the ballot if they apply for the subsequent At-Large position when their given term expires. Any shorter cycle will not count towards the limits below in Section 3(c).

Eligible Section members may be elected for up to three consecutive three-year terms as At-Large executive committee members. No Section member who has been elected to serve for a third consecutive term of three years as an At-Large executive committee member shall be eligible for election to serve a fourth consecutive three-year term. The terms for the Officers elect are exclusive of the above limits. If the term of the Chair-elect or the Vice Chair is scheduled to expire, they shall remain an executive committee member until their service as Immediate Past Chair is concluded (see Article VI, Section 2).

Section 4

The membership of the Section shall be divided into regions of the number, size, and composition as may be established from time to time by the executive committee.

ARTICLE IV. DUTIES AND POWERS OF OFFICERS

Section 1
The Chair shall preside at all meetings of the Section and of the executive committee and shall formulate a report of the work of the Section for the then closing year and submit it to WSBA. The Chair shall plan and superintend the program and performance of all activities of the Section, subject to the directions and approval of the executive committee. The Chair shall keep the executive committee duly informed of such activities and shall carry out its decisions. The Chair shall, in addition, perform such other duties and acts as usually pertain to the office or as may be designated by the executive committee.

Section 2
The Chair-elect shall, in consultation with the Chair, appoint the chairs and members of all Committees of the Section who are to hold office during the Chair-elect's term as Chair. All such appointments shall be made prior to the Chair-elect beginning its term as Chair. The Chair-elect shall aid the Chair in the performance of their responsibilities in such manner and to such extent as the Chair may request and shall perform such further duties and have such further powers as usually pertain to the office or as may be designated by the executive committee or by the Chair. In case of the death, resignation, or disability of the Chair, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's term or during their disability, as the case may be.

Section 3
The Vice Chair shall consult with and assist the Chair and the Chair-elect in the discharge of their duties as set forth above. The Vice Chair shall perform such special assignments and duties and have such further powers as may be designated or conferred upon them by the executive committee or the Chair. In the case of the death, resignation, or disability of the Chair-elect, the Vice Chair shall perform the duties of the Chair-elect for the remainder of the Chair-elect's term or during their disability, as the case may be.

Section 4
The Secretary shall consult with and assist the officers of the Section in the work of the Section. The Secretary shall take minutes at all meetings of the Section and of the executive committee and provide approved minutes to the WSBA for publication and record retention. The Secretary, in conjunction with the Chair, as authorized by the executive committee, shall attend generally to the business of the Section and shall perform such further duties and have such further powers as may be designated by the Chair or the executive committee. In case of death, resignation, or disability of the Chair and Chair-elect, and Vice Chair, the Secretary shall perform the duties of the Chair for the remainder of the Chair's or Chair-elect's term or during their disability, as the case may be.

Section 5
The Treasurer shall work with the WSBA to ensure that the Section complies with WSBA fiscal policies and procedures, work with the WSBA to prepare the Section's annual budget and review the Section's monthly financial statements for accuracy and comparison to budget, and shall perform such other reasonable duties as directed by the Chair and the executive committee.

ARTICLE V. DUTIES AND POWERS OF EXECUTIVE COMMITTEE

Section 1 The executive committee shall have general supervision and control of the affairs of the Section subject to the provisions of the Bylaws of WSBA and the bylaws of this Section.

Section 2
A majority of the voting members of the executive committee shall constitute a quorum for the transaction of its business. Except as otherwise provided in these Bylaws or the WSBA Bylaws, actions of the executive committee shall be by majority vote of those present once a quorum is established, including by telephone or video conference or the like, and voting.

Section 3
Executive committee members may vote in person (or by telephone or videoconference if attending remotely), or by email in accordance with the WSBA Bylaws. All members of the executive committee shall have the right to vote on any matter properly before the executive committee. With respect to the IPC only, in the IPC's absence, inability, recusal, or refusal to cast a vote on any matter properly before the executive committee, one honorary past chair attendee present at the executive committee meeting may act in the IPC's place. In that case, if more than one past chair is present for a vote, the PC who most recently served as Chair will cast the designated vote.

Section 4
The executive committee shall authorize the creation of such standing committees as it deems advisable, and may delegate authority to the Chair to create special committees and make special assignments during their term, with such powers and duties as the executive committee may authorize and direct, subject to the limitations of the bylaws of the Section and the Bylaws of WSBA: provided, however, that no action of any committee shall become effective as the action of the Section until it is approved by the executive committee or by the Section.

ARTICLE VI. NOMINATIONS AND ELECTIONS

Section 1
At each annual election, there shall be elected a Vice Chair and three At- Large executive committee members. In odd-numbered years, there shall also be elected a Secretary and a Treasurer.

Section 2
All executive committee positions will begin on October 1 each year. The then-existing Chair-elect shall cease to be such at the end of their term and shall, at that time and without further action by the members of the Section or by the executive committee, become Chair for the ensuing year. The then-existing Vice Chair shall cease to be such at the end of their term and at that time and without further action by the members of the Section or by the executive committee, become Chair-elect for the ensuing year. The then-existing Chair shall cease to be such at the end of their term and at that time, and without further action by the members of the section or by the executive committee, become the IPC for the ensuing year.

Section 3
No person shall be elected to any office enumerated in Section 1 hereof unless that person has been a voting member of this Section for at least one full year. No person may be elected to the office of Vice Chair who has not been an executive committee member for at least two full years. No person may be elected to the office of Treasurer or Secretary who has not been an executive committee member for at least one full year.

Section 4
Each year, the Chair shall appoint a nominating committee of three members of the Section, at least

one of whom should not be a current member of the executive committee, to make recommendations for candidates for the offices of Vice Chair and the three At-Large executive committee positions, and every other year for the offices of Secretary and Treasurer. The Chair shall provide a list of the members named to the nominating committee to the Secretary of the Section at the time of their appointment.

Section 5
All applicants will apply through an electronic application process administered by the WSBA. The nominating committee shall file its report in writing with the Secretary of the Section, making recommendations for all the Officers and At-Large executive committee members to be elected at least by the last day of March. The Secretary shall forward copies of such report to all members of the executive committee promptly after the report is filed with the Secretary.

Section 6
Additional nominations may be made after submission of the nominating committee's report by filing a petition with the Secretary of the Section, at least thirty days in advance of the election and signed by at least fifteen members of the Section in good standing, nominating a person qualified for any of the positions to be elected. The executive committee will approve a list of nominees for each open position which shall be the basis for WSBA's electronic voting as per Section 7 hereunder.

Section 7
All notices, reports, and petitions filed with the Secretary pursuant to this Article VI shall be made available upon request. The Chair shall cause such additional publication of such notices, reports, and petitions to be made as may be practical and as they deem appropriate.

Section 8
Nominations and elections for open executive committee positions will be held in May each year. The WSBA will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by majority vote of the executive committee. The results will be announced at the annual meeting.

ARTICLE VII. SUCCESSION OF OFFICERS, VACANCIES, ETC.

Section 1
The Chair-elect shall, unless they have been removed from office by the executive committee, automatically assume the office of Chair for the term of one year, as provided in Section 1 of Article VI hereof.

Section 2

(a) The executive committee, during the interim between annual elections of the Section, will appoint, by majority vote, members to fill vacancies on the executive committee. When a member is appointed to fill a vacancy in an unexpired term, the member will do so until the next annual election when an individual will be elected to serve the remainder of the vacated term.

(b) Any member of the executive committee may be removed by a two-thirds majority vote of the executive committee. Grounds for removal include, but are not limited to, regular absence from executive committee meetings and events, failure to perform duties, unprofessional or

discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the section membership. Attendance is a key component. Because the Section permits video or telephonic attendance, the goal is 90% attendance. All members of the executive committee must agree, during their first meeting, to a substantially similar pledge: "*I understand and acknowledge that my attendance at monthly meetings is essential. If I am not able to attend, I will notify the Chair and Vice-Chair by email prior to the meeting. Excused absences include trials or arbitrations as well as serious health concerns or travel (such as being on a plane or in a place with no wi-fi). Because attendance is possible by phone, at a minimum, I vow to be present at 90% of the meetings. If not, I understand that I will be notified that my position is at risk and if unexcused absences continue, I may be subject to removal."*

Section 3
The IPC shall be defined as the Chair presiding at the time of the annual election.

ARTICLE VIII. MEETINGS OF SECTION MEMBERSHIP

Section 1
The annual meeting of the Section shall be held in June each year in conjunction with the annual midyear CLE or at such other time as designated by a majority vote of the executive committee.

Section 2
Special meetings of the Section may be called by the Chair, upon approval of the executive committee, at such time and place as the Chair may determine.

Section 3
The members of the Section present at any meeting of the Section shall constitute a quorum for the transaction of business.

Section 4
All binding action of the Section shall be by a majority vote of the members present, unless these bylaws specify otherwise.

Section 5
The Section hereby delegates to the executive committee authority to act for the Section as to all matters whatsoever which come before the Section during intervals between the annual meetings of the Section.

Section 6
The executive committee may direct that a matter be submitted to the members of the Section for vote by electronic means. In such event binding action of the Section shall be by a majority of the votes received in accordance with rules fixed by the executive committee.

ARTICLE IX. MISCELLANEOUS PROVISIONS

Section 1
The fiscal year of the Section shall be the same as that of WSBA.

Section 2
No salary or compensation shall be paid to any officer of the Section, member of the executive committee, or member of a committee.

Section 3
No report, recommendation or other action by this Section shall be considered as the action of WSBA unless and until it shall have been approved by the Board of Governors.

ARTICLE X. AMENDMENTS

These bylaws may be amended at any annual meeting of the Section by a majority vote of the members of the Section present and voting, or at an executive committee meeting by a majority vote of the voting executive committee members once a quorum is established, and provided further that no amendment so adopted shall become effective until approved by the Board of Governors of WSBA.

APPROVED by the Board of Governors of the Washington State Bar Association at Rosario, Washington, July 18, 1986.

APPROVED by the Council of the Public Procurement and Private Construction Law Section the Washington State Bar Association, September 19, 1986, at Seattle, Washington.

APPROVED by the Council of the Construction Law Section of the Washington State Bar Association at Seattle, Washington, July 14, 2010.

APPROVED by the Members of the Construction Law Section of the Washington State Bar Association at Seattle, Washington, October 19, 2010.

APPROVED by the Board of Governors of the Washington State Bar Association at La Conner Washington, December 10, 2010.

APPROVED by the Board of Governors of the Washington State Bar Association at Union, Washington, July 27, 2017.

APPROVED by the Executive Committee Construction Law Section of the Washington State Bar Associated at Seattle, Washington, July 10, 2024.

APPROVED by the Board of Governors of the Washington State Bar Associated at Grand Mound, Washington, September 7, 2024.

APPROVED by the Board of Governors of the Washington State Bar Associated at Seattle, Washington, January 16, 2026.

WASHINGTON STATE
BAR ASSOCIATION

CREDITOR DEBTOR RIGHTS SECTION

Bylaws

As last amended and approved by the WSBA Board of Governors on January 16, 2026, ~~Nov 4, 2021,~~ and including 1992 amendments approved in 1993, 2010 amendments, ~~and~~ 2017 amendments, and 2021 amendments.~~.~~

ARTICLE 1. IDENTIFICATION

1.1 Creation

The Creditor Debtor Rights Section of the Washington State Bar (the "Section") was established pursuant to the Bylaws of the Washington State Bar Association (the "Bar").

1.2 Purpose

The purpose of the Section shall be to seek the participation of all interested members of the Bar and of the state and local bar associations, in order to benefit the general public, members of the Section and their clients:

a. By encouraging research and study and initiating proposals for changes and reforms and aiding and educating the bar and the public in the Section's areas of interest;

b. By review of pending legislation and development of proposed statutory enactments to improve and to facilitate the administration of justice within the Section's area; and

c. By undertaking such other service as may be of benefit to the public and members and the legal profession.

1.3 Limitations

These bylaws have been adopted subject to the applicable Washington statutes and the Bylaws of the Bar.

1.4 Principal Office

The Principal Office of the Section shall be maintained in the offices of the Bar.

1.5 Fiscal Year

The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE 2. MEMBERSHIP

2.1 Enrollment

Any Active member in good standing of the Bar may be enrolled as a member of the Section upon request and payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar. Legal professionals who are not Active members of the Bar, law students, and members of the public may be enrolled as a non-voting member ("subscriber") by paying the annual dues established by the Section. Subscribers may not hold a Section office.

2.2 The Membership

Members enrolled as provided in Section 2.1 shall constitute the membership of the Section.

2.3 Dues

Dues in the amount determined by the Section and approved by the Board of Governors of the Bar shall be paid annually in advance. Any person who shall have failed to pay the annual dues shall cease to be a member of the Section. With the exception of law students, the Section dues fee for subscriber members shall be the same amount as that established for voting members. The Section dues fee for law students shall be set at a standard amount annually determined by the Board of Governors.

ARTICLE 3. MEETINGS OF THE MEMBERSHIP

3.1 Meetings

Meetings of the Section membership may be called upon seven days' prior written notice to the members by any officer at such time and place as the officers may determine. Such notice shall state the business to be transacted at the special meeting.

3.2 Controlling Vote

Action of the Section shall be by majority vote of the members present at a duly called meeting.

ARTICLE 4. THE EXECUTIVE COMMITTEE

4.1 Powers and Duties

The executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section and shall perform duties assigned to it by the Board of Governors.

4.2 Composition

The executive committee shall be composed of the following persons:

a. Voting Members

i. The four officers; and

ii. Nine (9) At-Large members elected to the executive committee.

b. Non-voting Members

i. Each Section Newsletter Editor appointed under Section Bylaw §4.5; and

ii. ~~Young Lawyer~~New Member Liaison

4.3 Controlling Vote

A majority of the executive committee present in person, by telephone or by videoconference shall constitute a quorum. Action of the executive committee shall be determined by a majority vote once a quorum is established. Executive committee members may vote by email in accordance with the Bar's Bylaws.

4.4 Meetings

The first quarterly meeting of the executive committee shall be held in September of each calendar year. Special meetings shall be held at the time and place as may be designated by the Chair or a majority of the executive committee, provided advance notice of the meeting has been posted on the WSBA Event Calendar. The executive committee shall be expected to conduct a minimum of four meetings annually.

4.5 Section Newsletter Editor

The executive committee is authorized to appoint up to three members of the Section to act as section newsletter editor(s). The term of a section newsletter editor shall be two (2) years.

4.6 ~~Young Lawyer~~New Member Liaison

The executive committee shall appoint a member of the Washington ~~Young Lawyers~~New Members Committee as the ~~Young Lawyer~~New Member liaison. The term of the ~~Young Lawyer~~New Member liaison shall be two (2) years. The purpose of this appointment is to authorize the executive committee to appoint to the executive committee a ~~young lawyer~~new member who, in the opinion of the executive committee, shall make a unique contribution to the work and activities of the executive committee.

ARTICLE 5. OFFICERS

5.1 Officers

The officers of the Section shall be the Chair, the Chair-elect, the Secretary/Treasurer and the Immediate Past Chair. Each officer shall be appointed initially as the Secretary/Treasurer from among the elected executive committee members and then rotate into the other officer positions as set forth in Article 6.

5.2 The Chair

The Chair shall preside at all meetings of the Section and of the executive committee. The Chair shall formulate and submit an annual report required by the Bar of the work of the Section for the then past year. The Chair shall perform such other duties as usually pertain to that office or as may be delegated by the executive committee.

5.3 Chair-elect

Upon the death, resignation, or during the disability of the Chair, or upon the Chair's refusal to act, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's term, except in case of the Chair's disability and then only during so much of the term as the disability continues.

5.4 Secretary/Treasurer

The Secretary/Treasurer will take minutes at each meeting of the Section and executive committee, and provide approved minutes to the Bar for publication and record retention. The Secretary/Treasurer will work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, work with the Bar to prepare the Section's annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget. In conjunction with the Chair and as authorized by the executive committee, the Secretary/Treasurer shall attend generally to the business of the Section.

5.5 The Immediate Past Chair

If asked by the Chair or Chair-elect, the Immediate Past Chair may perform the duties of the Chair at any given time upon request. In addition, the Immediate Past Chair may perform such other duties as are delegated by the Chair or the executive committee.

ARTICLE 6. ELECTIONS AND APPOINTMENTS

6.1 Elected Executive Committee Members

a. In addition to the officers referenced above, in Article 5, the executive committee shall also include nine (9) elected members representing the State of Washington in nine positions as follows:

Position 1 and Position 2: The Eastern District of Washington;

Position 3: The Western District of Washington, Northern Division, excluding King County;

Positions 4 and 5: King County;

Positions 6 and 7: The Southern Division of the Western District of Washington;

Positions 8 and 9: Can be elected from any area.

A section member who wishes to be elected to a particular position must have his or her office of primary practice in the locale indicated for that particular position unless such member chooses to run for a non-geographically defined position.

Each elected executive committee member shall serve a period of two years. No individual may serve more than two (2) consecutive terms as an elected member of the executive committee.

The Chair shall submit to the nominating committee each year a list of the present executive committee members, the date of their appointment and the expiration of their term so that the nominating committee can put forth those names of qualified members from appropriate geographical locales for the upcoming executive committee vacancies.

b. Officers

Upon the expiration of the Secretary/Treasurer's two-year term or in the event of a vacancy, a new Secretary/Treasurer shall be appointed by the executive committee to begin his/her term on October 1 or earlier if a vacancy has arisen. As provided below, thereafter, the former Secretary/Treasurer shall proceed to automatically and consecutively serve as Chair-elect, Chair and Immediate Past Chair. The term of office for each officer position shall be two years. In order to ensure continuity and to maintain institutional knowledge, each person appointed initially as Secretary/Treasurer shall be an elected member of the executive committee when first appointed. Upon appointment, the new Secretary/Treasurer shall cease to be an elected member of the executive committee and a new elected member shall be elected for such officer's prior position.

6.2 Chair

Upon completion of the term of office or in the event of a vacancy, the Chair-elect shall automatically succeed to the office of the Chair.

6.3 Chair-elect

Upon completion of the term of office or in the event of a vacancy, the Secretary/Treasurer shall automatically succeed to the office of Chair-elect.

6.3 Immediate Past Chair

Upon completion of the term of office, the Chair shall automatically succeed to the office of the Immediate Past Chair.

6.4 Nominations

The Chair shall annually appoint a nominating committee of not less than three members of the Section, not members of the executive committee, who shall make nominations of not less than two candidates for each open position not less than two months prior to the scheduled election for the members of the executive committee to succeed those whose terms will expire at the close of the fiscal year. The persons nominated for the executive committee may place a statement on the ballot (or in their online application) of not more than 100 words summarizing their qualifications to serve on the executive committee prior to the election. The executive committee will approve a list of nominees for each open position, provided that the ballots for the election shall also contain blanks for "write-in" candidates by the section members.

6.5 Voting

The Bar will administer the elections between March and May each year by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined to be the candidate who chooses the lowest card from a standard deck of cards at the next quarterly executive committee meeting held after the election.

6.6 Term of Office

All executive committee member terms shall commence on October 1 and shall run for two years.

6.7 Interim Appointments

In the event of a vacancy during the interim between annual elections, the executive committee shall appoint, by majority vote, a successor. When a member is appointed to fill a vacancy in an unexpired term, the member will do so until the next annual election when an individual will be elected to serve the remainder of the vacated term.

ARTICLE 7. SUBSTANTIVE RESPONSIBILITIES

7.1 Committees

The Chair may appoint committees to perform such duties and exercise such powers as the executive committee may direct.

ARTICLE 8. AMENDMENTS

These bylaws may be amended at any duly called meeting of the Section by a majority vote of the members of the Section present, or at an executive committee meeting by a majority vote of the voting executive committee members once a quorum is established, provided that no amendment shall become effective until approved by the Board of Governors of the Bar.

I, Thomas S. Linde, as the present Chair of the Creditor Debtor Rights Section of the Washington State Bar Association, attest that the above is a true copy of the bylaws of the Creditor Debtor Rights Section of the Washington State Bar Association as of June 16, 2017.

_____

WASHINGTON STATE
BAR ASSOCIATION

CRIMINAL LAW SECTION

Bylaws

This document of the bylaws of the Criminal Law Section of the Washington State Bar Association includes amendments approved by the Section and Board of Governors through ~~July 27, 2017~~January 16, 2026.

ARTICLE 1. INTRODUCTION

1.1 Name and Creation

The name of this section is the Criminal Law Section (the "Section"). The Section was established pursuant to the Bylaws of the Washington State Bar Association (the "Bar").

1.2 Purpose

The purpose of the Section shall be to seek the participation of interested members of the Bar including prosecutors, defense counsel, law professors, and law enforcement professionals in order to benefit such members, their clients and the general public:

a. By providing the opportunity and forum for the interchange of ideas in the areas of criminal law and procedure, including corrections, penology, juvenile offenses, and the criminal justice system generally.

b. By initiating and implementing common projects.

c. By review of pending legislation and development of proposed statutory enactments to improve and to facilitate the administration of justice within the Section's area of interest.

d. By undertaking such other service as may be of benefit to the members, the legal profession and the public.

In order to facilitate the purpose of this Section, participation in the Section by members of the Bar who are engaged in prosecution and defense shall be encouraged.

1.3 Limitations

These bylaws have been adopted subject to the applicable Washington statutes and the Bylaws of the Bar.

1.4 Principal Office

The principal office of the Section shall be maintained in the offices of the Bar.

1.5 Fiscal Year

The fiscal year of the Section shall coincide with the fiscal year of the Bar.

ARTICLE 2. MEMBERSHIP

2.1 Enrollment

Any Active member in good standing of the Bar of the State of Washington may be enrolled as a voting member of the Section by the payment of annual Section dues in the amount set by a majority vote of the executive committee and approved by the Board of Governors of the Bar. Law students, members of the public, and law enforcement may be enrolled as a non-voting member ("subscriber") by paying the annual dues established by the Section. Subscribers may not hold a section office.

2.2 The Membership

Members enrolled as provided in Section 2.1 shall constitute the Membership of the Section.

2.3 Dues

Dues in the amount determined by the executive committee and approved by the Board of Governors of the Bar shall be paid annually in advance. Any person who shall fail to pay the annual dues shall cease to me a member of the Section. With the exception of law students, the Section dues fee for subscribers shall be the same amount as that established for voting members. The Section dues fee for law students shall be set at a standard amount annually determined by the Board of Governors.

ARTICLE 3. MEETINGS OF THE MEMBERSHIP

3.1 Annual Meeting

The annual meeting of the Section may be called at anytime by the Chair or a majority of the executive committee.

3.2 Quorum for Meetings of the Membership

The voting members of the Section present at any meeting shall constitute a quorum for the transaction of business.

3.3 Controlling Vote

With the exception of taking a ~~positon~~ position on legislation, action of the Section shall be by a majority vote of the executive committee members present.

ARTICLE 4. THE EXECUTIVE COMMITTEE

4.1 Powers And Duties

The executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section and perform duties assigned to it by the Board of Governors.

4.2 Composition

The executive committee shall be composed of the following persons:

a. The Officers, including the current Chair, the Chair-elect, and the Secretary/Treasurer; and

b. The Immediate Past Chair; and

c. Twelve At-Large members elected to the executive committee, six of whom shall have a significant defense practice or defense orientation; six of whom shall have a significant prosecution practice or orientation; and

d. The ~~Young Lawyer~~New Member liaison as a non-voting member.

4.3 Controlling Vote

A majority of the voting members of the executive committee constitutes a quorum needed for action. Action of the executive committee shall be by majority vote of the executive committee members voting on the action. Members of the executive committee may attend meetings and vote by telephone or by videoconference.

4.4 Amicus Briefs and Positions on Legislation

Actions of the executive committee authorizing amicus briefs shall be by a two-thirds vote of the members voting on the action, and requires approval from the Bar's Board of Governors to file such a brief. Positions on legislation shall require a super majority (75%) vote of the members of the executive committee, and must comply with the Bar's comment policy. The Chair shall vote only in the case of a tie vote or if the Chair's vote is necessary to authorize an amicus brief or commit the Section to a position on legislation.

4.5 Meetings

The annual meeting of the executive committee shall be held in conjunction with the annual meeting of the Section unless the executive committee otherwise directs. The executive committee shall be expected to conduct regular meetings annually.

4.5 Removal

Any member of the executive committee may be removed by a two-thirds majority vote of the voting members of the executive committee. Grounds for removal include, but are not limited to, regular absence from executive committee meetings (two consecutive unexplained absences) or events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the section membership.

ARTICLE 5. OFFICERS

5.1 Officers

The officers of the Section shall be the Chair, the Chair-elect, the Immediate Past-Chair and the Secretary/Treasurer.

5.2 Chair

The Chair shall preside at all meetings of the Section and of the executive committee. The Chair shall vote only to break ties or in the event that the Chair's vote is necessary to provide a super majority for authorization of Amicus briefs and/or positions on legislation by the Section.

5.3 Chair-elect

Upon the death, resignation, or during the disability of the Chair, or upon his/her refusal to act, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's disability and then only during so much of the term as the disability continues. The Chair-elect shall succeed the outgoing Chair as the Chair for the next term of office.

5.4 Secretary/Treasurer

The Secretary/Treasurer shall take minutes at all meetings of the Section and of the executive committee, and provide approved minutes to the Bar for publication and record retention. The Secretary/Treasurer will work with the Bar to ensure that the Section complies with the Bar fiscal policies and procedures, work with the Bar to prepare the Section's annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget. In conjunction with the Chair and as authorized by the executive committee, The Secretary/Treasurer shall attend generally to the business of the Section.

5.5 Immediate Past Chair

The Immediate Past Chair shall assist the current Chair by providing advice regarding the management of the Section.

ARTICLE 6. ELECTIONS

6.1 Elective Offices

Each year the membership shall elect a Chair-elect and a Secretary/Treasurer who shall serve one--year terms and four At-Large members of the Executive Committee to serve staggered terms of three years. Two of the At-Large members elected shall be prosecution oriented and two shall be defense oriented.

6.2 Chair

The Chair-elect shall automatically succeed to the office of the Chair. In the event the office of Chair-elect shall be vacant, then a Chair shall be elected in the same manner as set forth in Section 6.1 hereinabove.

6.3 Nominations

The Chair shall appoint a nominating committee consisting of three members, to be chaired by the Immediate Past Chair, or in the event that person is unable or unwilling to serve, another member of the executive committee. All applicants will apply through an electronic application process administered by the Bar. The nominating committee shall strive to assure diversity in its nominations, including regional diversity. The executive committee shall make and report nominations for the offices of Chair-elect, Secretary/Treasurer, and for members of the executive committee to succeed those whose terms will expire at the close of the annual meeting, and to fill vacancies then existing for unexpired terms. The orientation of nominees shall be consistent with Section 4.2. The nominations shall be sent to Section members at least two months prior to the annual election. Other nominations for the same offices must be supported by the signatures of at least ten Section members submitted to the executive committee at least one month prior to the annual election of the Section and shall be specifically

designated as defense or prosecution oriented nominees. The executive committee will approve a list of nominees for each open position.

6.4 Voting

Nominations and elections for open executive committee positions will be held between March and May each year. The Bar will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by the flip of a coin conducted by the Chair.

6.5 Term Of Office

All executive committee positions will begin October 1 each year.

6.6 Interim Appointments

In the event of a vacancy during the interim between annual elections, the voting members of the executive committee shall appoint, by majority vote, a successor to serve until the next annual election when an individual will be elected to serve the remainder of the vacated term. Interim appointments to fill a vacancy for a non-officer position shall be filled in order to achieve or maintain the defense/prosecution composition as set forth in Section 4.2.

ARTICLE 7. SUBSTANTIVE RESPONSIBILITIES

7.1 Committees

The Chair may appoint committees to perform such duties and exercise such powers as the executive committee may direct.

ARTICLE 8. AMENDMENTS

These bylaws may be amended at any annual meeting of the Section by a majority vote of the members of the Section present and voting, or at an executive committee meeting by a majority vote of the voting executive committee members once a quorum is established, provided that no amendment shall become effective until approved by the Board of Governors of the Bar.

As amended and approved by the Section and the Bar Board of Governors, September 1993.

As amended and approved by the Bar Board of Governors on July 23, 2010. Article 2. Membership, amended to allow for law students and other "subscriber" types to enroll in the Section.

As last amended and approved by the Bar Board of Governors on July 27, 2017.

As last amended and approved by the Bar Board of Governors on January 16, 2026.

WASHINGTON STATE BAR ASSOCIATION
DISPUTE RESOLUTION SECTION
BYLAWS

(As Last Amended and Approved by the Washington State Bar Association Board of Governors on January 16, 2026, and including ~~July 18,~~ 2025~~,~~ and ~~including~~ 2022 amendments)

ARTICLE I. NAME

This section shall be known as the "Dispute Resolution Section" (hereinafter referred to as the "Section") of the Washington State Bar Association (hereinafter referred to as "Association").

ARTICLE II. MEMBERSHIP

Any member of the Association, House Counsel (APR 8(f)), professor at a Washington law school (whether licensed in Washington or not), or any lawyer who is a full time lawyer in a branch of the military who is stationed in Washington but not licensed in Washington, may be enrolled as a voting member of this Section upon payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Association pursuant to Article 5.5 of these Bylaws. In addition, others interested in dispute resolution processes may be subscribers of the Section by paying the Section dues established by the Section and approved by the Board of Governors. Law students may be subscribers of the Section by paying the standard annual law student dues amount set by the Board of Governors. Subscriber members are non-voting members of the Section and may not hold an elected office.

ARTICLE III. OFFICERS

The officers of this Section shall be the Chair, Vice-Chair, Secretary and Treasurer. No individual may hold more than one officer position at a time.

ARTICLE IV. DUTIES OF OFFICERS

4.1 Chair

The Chair presides at all meetings of the executive committee and of the Section membership. The Chair has such other executive powers and performs such other duties as are consistent with these bylaws and the Bylaws of the Association. The Chair shall send notices of executive committee meetings and membership meetings consistent with these bylaws. The Chair has discretion to appoint other members of the executive committee to perform some of the tasks normally performed by the Chair.

4.2 Vice Chair

The Vice Chair shall perform all duties of the Chair during the latter's absence or inability to act and, when so acting, shall have all the executive powers and perform such other duties as are consistent with these bylaws and the Bylaws of the Association. The Vice Chair shall have such other powers and perform such other duties consistent with these bylaws as, from time to time, may be requested by the Chair or the executive committee.

4.3 Secretary

The Secretary shall be responsible for taking minutes at each meeting of the Section and the executive committee, and the transcription and distribution of such minutes to the members of the Section and to the Association for publication and record retention.

4.4 Treasurer

The Treasurer shall be responsible for maintaining accurate records of the finances of this Section, tracking the dues and other receipts of the Section, and approving the necessary disbursements thereof, consistent with the budget and subject to such procedures as shall be prescribed by the executive committee or the Board of Governors of the Association. The Treasurer will work with the Association to ensure that the Section complies with Association fiscal policies and procedures, work with the Association to prepare the Section's annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget.

4.5 Term.

The term of office of each Officer shall commence on October 1 and shall be for one year, except that the term for Chair shall be for two years, and the Executive Committee voting term for Immediate Past Chair shall expire when a new Immediate Past Chair assumes the position.

ARTICLE V. EXECUTIVE COMMITTEE

5.1 Membership

There shall be an executive committee composed of all the officers of this Section, the Immediate Past Chair of this Section, the ~~Young Lawyer~~New Member Liaison and up to eight (8) other At-Large members. The executive committee may add non-voting advisor positions from among section subscribers.

5.2 Term.

The term of each member of the executive committee, other than officers, shall begin on October 1, and be for three years, or until the member resigns or is removed for cause. The terms shall be staggered so that approximately three members will have terms expiring each year. The executive committee may, by majority vote, appoint members to the executive committee to fill an unexpired term. When a member is appointed to fill a vacancy in an unexpired term, the member will do so until the next annual election when an individual will be elected to serve the remainder of the vacated term. Any member may be removed from the executive committee by a two-thirds majority vote of the voting members. Grounds for removal shall include, but are not limited to, regular absence from executive committee meetings (failing to attend two-thirds, i.e., eight out of twelve, of the monthly meetings) and events, failing to perform job duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the Section membership. The member shall be provided the reason(s) in writing and may present their reasons for the acts or omissions at the next regular meeting of the Executive Committee meeting. If a majority of the Executive Committee still determines that the member should be removed, a replacement shall be appointed.

5.3 Duties

The executive committee shall supervise and direct the affairs and determine the policies of this Section, subject to and in accordance with these bylaws and the Bylaws and policies of the Association.

5.4 Meetings

The executive committee may act at a meeting called pursuant to these bylaws. A majority of the voting members of the executive committee shall constitute a quorum to transact business. Meetings shall be called by the Chair or by a majority of the members of the executive committee. Notice of such meetings shall be given to members of the

executive committee and made reasonably available to the public not less than five days prior to such meeting.

5.5 Dues

The executive committee shall have the right to assess annual Section membership dues upon each member of this Section, subject to approval by the Board of Governors of the Association.

ARTICLE VI. COMMITTEES

6.1 Standing Committees

The Section Chair shall have the power to designate standing committees. The chair of each standing committee shall be selected for the next year, which begins October 1, by the Section Chair or Vice Chair, upon the approval of the executive committee. The committee chair shall serve for one year, unless reappointed by the next Section Chair or Vice Chair. In addition, the Section Chair shall have the power, in consultation with the executive committee, to appoint such ad hoc committees as are necessary for the purpose of furthering the objectives of this Section.

6.2 Members

The Chair shall have the power to designate the members of standing committees of this Section in consultation with the executive committee. The members of the standing committees shall be selected from among members of this Section by the Chair in consultation with each committee chair.

ARTICLE VII. MEETINGS OF MEMBERS

7.1 Meetings

This Section should hold an annual meeting of its members at any time called for by the Chair subject to approval of the executive committee. Special meetings of the members may be called by the Chair, Vice Chair, or a majority of the members of the executive committee.

7.2 Notices

Notice of the time and place of all meetings shall be given to all members of this Section and made reasonably available to the public at least five days prior to the meeting date.

7.3 Quorum

Ten voting members shall constitute a quorum for the transaction of business at any meeting of this Section.

7.4 Rules of Order

All meetings of this Section shall be guided by Robert's "Rules of Order, Newly Revised" or The Standard Code of Parliamentary Procedure, Latest Edition (formerly the Sturgis Standard Code of Parliamentary Procedure).

ARTICLE VIII. ELECTIONS

8.1 Time

This Section shall hold a regular annual election of officers, except for the second year of office of the Chair, and At-Large members of the executive committee for open At-Large seats. Nominations and elections will be held at a time consistent with the Association Bylaws.

8.2 Nominating Committee

The nominating committee shall consist of the Immediate Past Chair, the current Chair and the Vice Chair, and one Section member who is not currently a voting member of the executive committee. The nominating committee shall nominate one or more members of this Section for each of the offices of Chair, Vice Chair, Secretary and Treasurer, and for the open At-Large executive committee positions. All applicants will apply through an electronic application process administered by the Association. The executive committee will also have an alternative nominating process to allow for nominations to occur outside of the nominating committee process. The executive committee will approve a list of nominees for each open position. Persons nominated through an alternative nomination process will be included on the final list of approved nominees.

8.3 Procedure

The Association will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by a single toss of a coin.

ARTICLE IX. AMENDMENTS TO BYLAWS

These bylaws may be amended at the annual meeting of the Section by a majority vote of the voting members of the Section present. These bylaws may also be amended at any regular or special meeting of the executive committee of the Section called for the purpose of amending the bylaws and upon five days written notice to members of the executive committee and made reasonably available to the public, and by a majority vote of the voting members of the executive committee present, once a quorum is established. No amendment to these bylaws shall become effective until approved by the Board of Governors of the Association. These bylaws are subject to the Bylaws of the Association.

~~As last amended and adopted by the executive committee of the Section on April 25, 2025. Approved by the Board of Governors of the Association on July 18, 2025.~~

As last amended and adopted by the executive committee of the Section on <date>. Approved by the Board of Governors of the Association on January 16, 2026.

WASHINGTON STATE
BAR ASSOCIATION

ENVIRONMENTAL AND LAND USE LAW SECTION

Bylaws

As last amended and approved by the
Washington State Bar Association Board of Governors on Jan. 16~~4~~, 202~~63~~,
and including 2017~~, and~~ 2022, and 2023 amendments.

ARTICLE I. IDENTIFICATION

1.1 **Creation.** The Environmental and Land Use Law Section of the Washington State Bar, (the "Section") was established pursuant to the Bylaws of the Washington State Bar (the "Bar").

1.2 **Purposes.** The purposes of the Section shall be:

a. To provide a formal association of attorneys, other professionals, and law students who share a common focus and interest in the practice of environmental or land use law;

b. To provide the opportunity and forum for the interchange of ideas in the areas of environmental and land use law and the protection and enhancement of the quality of the environment;

c. To initiate, implement, and support projects that are relevant to environmental and land use law and that contribute to the protection and enhancement of the quality of the environment;

d. To support the profession of environmental and land use law by providing education and support to Bar members, the public and, in particular, those aspiring to practice law in this field; and

e. To undertake such other service as may be of benefit to the members, the legal profession, and the public.

1.3 **Limitations.** These bylaws have been adopted subject to applicable Washington statutes and court rules, and the Bylaws of the Bar.

1.4 **Principal Office.** The Principal Office of the Section shall be maintained in the offices of the Bar.

1.5 **Fiscal Year.** The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE II. MEMBERSHIP

2.1 **Members.** Any of the following members in good standing may be enrolled as a voting member of the Section ("Voting Member") by paying annual Section dues:

a. Active members of the Bar;

b. Emeritus Pro Bono members;

c. Judicial members;

d. House Counsel under APR 8(f);

e. Professors at a Washington law school (whether licensed in Washington or not); and

f. Any lawyer who is a full time lawyer in a branch of the military who is stationed in Washington, but not licensed in Washington.

2.2 **Subscribers.** Inactive members of the Bar and members of the public may be enrolled as subscribers of the Section ("Subscribers") by paying the annual Section dues. Law students may be enrolled as subscribers by paying the annual Section dues established by the Bar. Subscribers shall not have voting rights.

2.3 **The Membership.** Voting Members and Subscribers enrolled as provided in Section 2.1 and 2.2 shall constitute the membership of the Section.

2.4 **Dues.** Dues in the amount approved by the Board of Governors of the Bar shall be paid annually. Any person who fails to pay the annual dues shall cease to be a Voting Member or Subscriber, as applicable, of the Section.

ARTICLE III. MEETINGS OF THE MEMBERSHIP

3.1 **Annual Membership Meeting.** The annual meeting of the Section shall be held at a time and place designated by the executive committee to coincide with the Section midyear conference. Notice of the meeting shall be provided to the membership with the conference brochure and posted on the WSBA website.

3.2 **Quorum.** All Voting Members present at any meeting of the membership shall constitute a quorum for the transaction of business by the membership.

3.3 **Controlling Vote.** Action of the Section shall be by majority vote of the Voting Members present.

3.4 **Agenda.** The business to be transacted at the annual meeting shall include the nomination of candidates for At-Large executive committee members and the Chair-elect.

3.5 **Special Meetings.** Special meetings of the membership of the Section may be called by the Chair at such time and place as the executive committee may determine.

ARTICLE IV. THE EXECUTIVE COMMITTEE

4.1 **Powers and Duties.** The executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section and perform duties assigned to it by the Board of Governors.

4.2 **Composition and Officers.** The executive committee shall be composed of the following persons:

a. The Chair. The Chair shall preside at all meetings of the Section and of the executive committee. The Chair shall submit to the Board of Governors of the Bar an annual report of the work of the Section for the then-past year. The Chair shall perform such other duties as usually pertain to this office or as may be delegated by the executive committee.

b. The Chair-elect. Upon the Chair's death, resignation, or refusal to act, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's term. If the Chair is otherwise unable to act, the Chair-elect shall perform the duties of the Chair for as long as the Chair's disability continues. The Chair-elect shall also perform such other duties as may be delegated by the executive committee.

c. The Immediate Past-Chair (last retiring Chair). The Immediate Past-Chair shall perform such duties as may be delegated by the executive committee.

d. Secretary. The Secretary shall administer the meeting schedule of the executive committee, take minutes at each meeting of the Section and of the executive committee and provide approved minutes to the Bar for publication and record retention. In conjunction with the Chair and as authorized by the executive committee, the Secretary shall attend generally to the business of the Section.

e. Treasurer. The Treasurer shall keep a true record of all accounts of the Section, shall work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, shall work with the Bar to prepare the Section's annual budget, and shall review the Section's monthly financial statements for accuracy and comparison to budget. In conjunction with the Chair and as authorized by the executive committee, the Treasurer shall attend generally to the business of the Section. At the option of the executive committee, the offices of Secretary and Treasurer may be combined.

f. At-Large members. There shall be seven At-Large members. At-Large members shall perform such duties as may be delegated by the executive committee and may serve as Secretary or Treasurer by appointment of the executive committee pursuant to Section 5.1.

g. ~~Young Lawyer~~New Member Liaison. The ~~Young Lawyer~~New Member Liaison will be a person from the WSBA ~~Young Lawyer~~New Member Liaison program and shall be a member of the executive committee for the term as defined by the Washington ~~Young Lawyers~~New Members Committee (~~WYLC~~WNMC). The ~~Young Lawyer~~New Member Liaison shall perform duties as may be delegated by the executive committee as may fit

the purpose of the ~~WYLC~~WNMC.

h. Article Editor. The editor or editors of the ELUL online articles shall be non-voting ex officio members of the executive committee and shall perform the duties of editor and developer of the ELUL online articles and may perform other duties as agreed upon with the executive committee.

4.3 **Quorum; Controlling Vote.** A majority of the existing executive committee members, whether present in person, by telephone, or by videoconference, shall constitute a quorum. Action of the executive committee shall be by majority vote of the executive committee members present after a quorum has been established. Executive committee members may only vote by email in accordance with Article VII of the Bar Bylaws.

4.4 **Meetings.** The executive committee will have regularly scheduled meetings that are open to the public. All persons will be permitted to attend any meeting, except as otherwise provided in these bylaws, the Bar Bylaws or under court rules. Meetings may be held in person, by telephone conference or videoconference. The date, time, location, and any other information necessary to attend will be posted on the WSBA Section website a reasonable amount of time in advance of each meeting. Special meetings shall be held at such time and place as may be designated by the Chair or a majority of the executive committee.

ARTICLE V. ELECTIONS

5.1 **Elective Officers.** Each year the Voting Members shall elect a Chair-elect and the number of At-Large executive committee members as necessary to fill expiring terms and vacancies. The positions of Secretary and Treasurer shall not be separately elected, but appointed by the executive committee from the elected At-Large positions as necessary to fill those roles.

5.2 **Chair.** The Chair-elect shall automatically accede to the office of the Chair. In the event the office of the Chair-elect shall be vacant, then a Chair shall also be elected by the Voting Members. The Chair shall automatically accede to the office of Immediate Past Chair at the end of the Chair's term.

5.3 **Nominations.** The executive committee annually shall compile a list of Voting Members of the Section who are not currently members of the executive committee and who may serve on a nominating committee. The Immediate Past-Chair shall appoint a nominating committee consisting of not fewer than three persons from that list who are willing to serve on the nominating committee. The nominating committee shall make and report nominations at the annual meeting of the Section for the office of the Chair-elect and any open At-Large positions to succeed those whose terms will expire at the end of the current fiscal year. In formulating its report of nominations, the nominating committee shall maintain a view toward providing representation on the executive committee that reflects the geographic, practice-area, practice-type, ethnic, gender, and other factors of diversity of the membership.

Other nominations may be made from the floor at the annual meeting.

All candidates accepting the nomination of the nomination committee shall provide candidate statements to the Bar one week prior to the annual meeting. Candidates accepting a nomination from the floor of the annual meeting shall provide candidate statements to the Bar within three business days from the close of the midyear conference. All candidates shall apply through an

electronic application process administered by the Bar.

5.4 **Voting.** Nominations and elections for open executive committee positions shall be held in March, April or May each year. Elections will be conducted electronically, and will either be administered by the Bar or by the Section, which may develop its own equivalent electronic election process that complies with the Bar Bylaws. Successful candidates for At-Large positions will be those who receive the most votes and the second-most votes, etc. as necessary by the number of open positions.

5.5 **Term of Office.** All executive committee positions will begin October 1 each year. The offices of Chair-elect, Chair and Immediate Past-Chair shall each have a term of one year. The term for each At-large position shall be three years, staggered so that at least two shall expire each year. There is no limit to the number of terms that may be held.

5.6 **Interim Appointments.** In the event of a vacancy during the interim between annual elections, the executive committee shall appoint, by majority vote, a Voting member to fill the vacancy. When such a member is appointed to fill a vacancy in an unexpired term, the member will serve until next annual election when an individual will be elected to serve the remainder of the vacated term.

ARTICLE VI. SUBSTANTIVE RESPONSIBILITIES

The Chair shall appoint committees to perform such duties and exercise such powers as the executive committee may direct.

ARTICLE VII. AMENDMENTS

These bylaws may be amended by majority vote of the Voting Members present at any annual meeting of the Section or by majority vote of the voting executive committee members present at an executive committee meeting once a quorum is established. No amendment so adopted shall become effective until approved by the Board of Governors of the Bar.

First adopted on September 6, 1973, amended as approved by the Membership on October 14, 1999 (effective December 3, 1999), amended as approved by the Membership May 19, 2007 (effective July 27, 2007), amended as approved by the Membership May 2, 2014 (effective June 6, 2014), amended as approved by the Executive Committee on June 6, 2017 (effective July 27, 2017), amended as approved by the Executive Committee on November 17, 2021 (effective January 13, 2022), ~~and~~ amended as approved by the Executive Committee on December 14, 2022 (effective January 14, 2023), and amended as approved by the Executive Committee on November 12, 2025 (effective January 16, 2026).

WASHINGTON STATE
BAR ASSOCIATION

INTELLECTUAL PROPERTY SECTION

Bylaws

As last amended and submitted for approval to the WSBA Board of Governors on ~~June 27, 2017~~January 16, 2026.

Capitalized terms are defined in the ARTICLES and APPENDIX A of the present document.

ARTICLE I. FUNCTIONS

Section 1.01 Purposes; Specific Activities Authorized

In general, the Section strives to promote the practice of intellectual property law, including by promoting the participation of, and furthering the knowledge of, all interested members of the Bar and of other state and local bar associations, as to intellectual property law, in order to benefit the Section members, their clients and the general public. To that end, the Section may:

(A) Provide the opportunity and forum for the interchange of ideas and education in areas of law relating to intellectual property rights, including patents, trademarks, copyrights, trade secrets and unfair competition, including without limitation:

(1) Sponsoring and providing continuing legal education events; preparing and publishing a Section newsletter and website; and providing assistance and financial support as to the activities of other organizations that promote the purposes, goals, or activities of the Section;

(2) Promoting the understanding of intellectual property laws through outreach activities to new Section members and law students, including by providing financial support to law students attending law schools in Washington State;

(3) Promoting Section members through intellectual property-related networking, referrals, speakers' panels and press contacts;

(B) Promote cooperation between sections within the Barand between the Barand other groups having common interests in the proper development and administration of the law relating to intellectual property rights;

(C) Review, comment on, and make recommendations related to pending legislation and propose statutory enactments to improve and to facilitate the

administration of justice within the Section's area of interest;

(D) Promote the development of industry and the useful arts by encouraging the establishment, maintenance, respect for and utilization of intellectual property rights that fairly balance the limited monopoly enjoyed by the owner of intellectual property rights with the benefit to society derived from the creation of useful subject matter protectable by those rights;

(E) Assist in familiarizing other members of the Bar with intellectual property law; and

(F) Undertake such other service as may be of benefit to the Section members, the profession and the general public.

Section 1.02 Limitations; Specific Activities Not Authorized

The Section may not:

(A) Administer examinations and review lawyers' character and fitness to practice law;

(B) Inform and advise lawyers regarding their ethical obligations;

(C) Administer a system of discipline of its Section members, conduct audits of lawyers' trust accounts, or maintain a lawyers' fund for client protection;

(D) Take positions on issues concerning the politics or social positions of foreign nations;

(E) Take positions on political or social issues which do not relate to or affect the practice of law or the administration of justice; or

(F) Support or oppose, in an election, candidates for public office.

Section 1.03 Limitations

These Bylaws have been adopted subject to the applicable Washington Statutes and the bylaws of the Bar.

Section 1.04 Principal Office

The principal office of the Section shall be maintained in the offices of the Bar.

Section 1.05 Fiscal Year

The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE II. MEMBERSHIP

Section 2.01 Enrollment

(A) Voting Membership: Any Active member in good standing of the Bar may enroll as a voting member of the Section upon request and payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar.

(B) Nonvoting Membership:

(1) Student: Any student during a period when suitably enrolled in an accredited law school may enroll as a nonvoting member of the Section upon request and payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar.

(2) Subscribers: Any Emeritus Pro Bono member of the Bar pursuant to APR 8(e), Judicial member, Inactive member of the Bar, House Counsel under APR 8(f), professor at a Washington law school (whether licensed in Washington or not), or any lawyer who is a full time lawyer in a branch of the military who is stationed in Washington but not licensed in Washington may enroll as a non-voting Subscriber to the Section upon request and payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar.

(3) Patent Agents and other Non-Lawyer Subscribers: Any patent agent and other non-lawyer may request enrollment as a non-voting, non-lawyer Subscriber of the Section by written request to the Executive Committee and become enrolled upon approval of the Executive Committee, which approval may be withdrawn at any time, and payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar.

Section 2.02 The Membership

Members enrolled as provided in Section 2.01 shall constitute the membership of the Section.

Section 2.03 Dues

Section dues shall be paid annually in advance. Any person who fails to pay the annual dues as required shall cease to be a member of the Section.

ARTICLE III. MEETINGS OF THE MEMBERSHIP

Section 3.01 Annual Meeting of the Section Membership

The annual meeting of the Section shall be held at a time and location established by the Executive Committee.

Section 3.02 Quorum

The members of the Section present at any meeting shall constitute a quorum for the transaction of business.

Section 3.03 Controlling Vote

Action of the Section shall be by majority vote of the members present.

Section 3.04 Special Meetings

Special meetings of the Section membership may be called by any Officer at such time and place as the Officer or Officers may determine.

ARTICLE IV. THE EXECUTIVE COMMITTEE

Section 4.01 Powers and Duties

The Executive Committee shall be vested with the powers and duties necessary for the

administration of the affairs of the Section and perform duties assigned to it by the Board of Governors of the Bar. The Executive Committee is empowered to act on behalf of the Section unless it chooses to take a vote of the Section membership on a particular action, in which case the Executive Committee shall not act inconsistent with the vote of the Section membership.

Section 4.02 Composition

The Executive Committee shall be composed of the following persons:

(A) The Officers;

(B) The Immediate Past Chair of the Executive Committee, or in the absence of an Immediate Past Chair, a Section member elected by a vote of the Section membership; and

(C) Section members elected to the Executive Committee as At-Large members of the Executive Committee ("At-Large members"), the number of such At-Large members to be not less than three and not more than five, as increased or decreased by a vote of the Executive Committee, with the number set on the date hereof at five (5). No reduction of the number of the At-Large members elected to the Executive Committee shall have the effect of removing any such member from the Executive Committee before that member's term of office expires.

(D) To the extent that a ~~Young Lawyers~~New Member Liaison is provided to the Section in accordance with the Bar's ~~Young Lawyers~~New Members Committee, a ~~Young Lawyers~~ New Member Liaison.

Section 4.03 Quorum; Decision Making; Controlling Vote

A quorum of the Executive Committee shall be at least one half of the number of Officers and at least one non-Officer member of the Executive Committee. The Executive Committee is committed to operating by consensus and action of the Executive Committee should be by consensus of all Executive Committee members present at a meeting. If, however, a consensus cannot be reached on a particular issue, then action on the issue in question shall be taken by a majority vote of the Executive Committee, once a quorum is established, provided, however, that a unanimous vote of the Officers shall always be sufficient for the Executive Committee to act.

Section 4.04 Meetings of the Executive Committee

Meetings of the Executive Committee shall be held at the time and place as may be designated by the Chair or a majority of the members of the Executive Committee, in accordance with the Bar's Open Meetings Policy. Action on business other than the election of Executive Committee members may be accomplished at such meetings upon a vote in accordance with Section 4.03. Meetings may be held by electronic means, and Executive Committee members may vote by email in accordance with the Bar's bylaws. The Executive Committee shall conduct a minimum of four meetings annually. Proceedings at Executive Committee meetings may be governed by the most current edition of Robert's Rules of Order or such other set of rules chosen by the Chair.

Section 4.05 Minutes

Complete and accurate typed minutes shall be kept of all meetings of the Executive

Committee. A record set of final approved minutes shall be maintained at the Bar offices. All recorded minutes shall be formally approved by the Executive Committee, and shall be signed by the Secretary-Treasurer certifying that such minutes are as approved by the Executive Committee.

Section 4.06 Term Limits

(A) No Officer of the Executive Committee may be elected to serve more than one (1) term in the same position on the Executive Committee without stepping down from the Executive Committee for at least one (1) year;

(B) At-Large-member terms shall be for a two (2) year term, with At-Large members having the option, at the expiration of their first term, of continuing to serve fora second two (2) year term, for a potential total of four (4) years;

(1) Each At-Large member who, at the end of that member's term(s) ,has not been elected to an Officer position shall resign from the Executive Committee .

(2) If an At-Large member has served as such for a total of four (4) years and, at the end of that member's terms, has not been elected to an Officer position, that member, before again being eligible for nomination to an At-Large member position, must step down from the Executive Committee for at least one (1) year.

Section 4.07 Removal

A member of the Executive Committee may be removed when at least two-thirds of the voting members of the Executive Committee vote to remove the member. If a member of the Executive Committee is so removed, the Executive Committee shall prepare and communicate to the Section membership a notice disseminating the associated details of the removal including the date of the vote, the voting members, the effective date of the removal, and the grounds for the removal. Acceptable grounds for removal include, but are not limited to, regular absence from Section Executive Committee meetings and events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the Executive Committee's judgment, the Executive Committee member is not acting in the best interest of the Section membership.

ARTICLE V. MEMBERS OF THE EXECUTIVE COMMITTEE

Section 5.01 Officers

The Officers of the Executive Committee of the Section shall be the Chair, the Chair-elect and the Secretary-Treasurer.

Section 5.01.A Chair

The Chair shall serve a one-year term. The Chair shall preside at all meetings of the Section and of the Executive Committee; formulate and present at each annual meeting of the Bara report of the work of the Section for the then past year; and perform such other duties as usually pertain to the office or as may be delegated by the Executive Committee.

Section 5.01.B Chair-elect

The Chair-elect shall serve a one-year term. Upon the death, resignation, or during the disability, or upon refusal to act, of the Chair, the Chair-elect shall perform the duties of the

Chair for the remainder of the Chair's term, except in case of the Chair's disability and then only during so much of the term as the disability continues.

Section 5.01.C Secretary-Treasurer

The Secretary-Treasurer shall serve a one-year term. In conjunction with the Chair and as authorized by the Executive Committee, the Secretary-Treasurer shall:

(A) Review Section financial statements provided by the Bar, including for accuracy and comparison to the Section's annual budget, and report on the Section's finances at meeting(s) of the Executive Committee;

(B) Work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, and to prepare the Section's annual budget;

(C) Take accurate and complete minutes at each meeting of the Section and each meeting of the Executive Committee;

(D) Provide approved minutes to the Bar for publication and record retention; and

(E) Hold and preserve all other books, papers, documents and other property of the Section.

Section 5.05 Non-Officers

The non-Officer members of the Executive Committee of the Section shall be the Immediate Past Chair, the At-Large Members of the Executive Committee, and to the extent that a ~~Young Lawyers~~New Member Liaison is provided to the Section in accordance with the Bar's ~~Young Lawyers~~New Members Committee, a ~~Young Lawyers~~New Member Liaison.

Section 5.05.A Immediate Past Chair

The Immediate Past Chair shall serve a one-year term. The Immediate Past Chair should participate in Executive Committee Meetings and other Section activities, and the Immediate Past Chair should endeavor to remain available as a source of knowledge and advice to the Executive Committee.

Section 5.05.B At-Large Members of the Executive Committee

At-Large members of the Executive Committee shall act to further the purposes of the Section, in accordance with these Bylaws and the Bar's bylaws. At-Large members shall be divided into two classes, designated Class I, and Class II. At-Large members whose term begins in odd numbered years shall be in Class I. At-Large members whose term begins in even numbered years shall be in Class II.

Section 5.05.C ~~Young Lawyers~~New Member Liaison

To the extent that a ~~Young Lawyers~~New Member Liaison is provided to the Section in accordance with the Bar's ~~Young Lawyers~~New Member Committee, the Liaison shall be a non-voting member of the Executive Committee. The Liaison shall work with the Executive Committee to promote the activities of the Section to ~~young lawyers~~new members, but shall have no powers or other authority to act on behalf of the Section or the Executive Committee.

ARTICLE VI. ELECTIONS

Section 6.01 Election of Open At-Large Executive Committee Member Positions

Each year, the Section membership shall elect, from among the voting members of the Section, persons to fill any open At-Large Executive Committee member positions. The candidate(s) who receive the most votes will be elected to the open position(s). The elected person(s)' At-Large member term shall begin October 1 of that year.

Section 6.02 Election of Open Officer Positions

Each year, the Section membership shall elect, from the among the At-Large members of the Executive Committee who have served for at least one full year, persons to fill any open Officer position(s). If there are no eligible At-Large candidates, the Section membership may fill the open Officer position(s) by electing person(s) from among the voting members of the Section. The elected person(s)' Officer term shall begin October 1 of that year.

Section 6.03 Officer Position Rotation

Upon election, the Secretary-Treasurer shall serve a one-year term as provided in Section 5.04 and Section 6.02. At the end of that term, the Secretary-Treasurer shall automatically become the Chair-elect, and shall serve a one-year term as provided in Section 5.03. At the end of that term, the Chair-elect shall automatically become the Chair, and shall serve a one-year term as provided in Section 5.02. At the end of that term, the Chair shall become the last retiring Chair, and shall serve a one-year term as provided in Section 5.05.

Section 6.04 Nominations for Executive Committee Elections

The Chair shall annually appoint, in November, a Nominating Committee consisting of no less than three of the Section's voting members. At least one of the appointees should not be a current member of the Section's Executive Committee. The Nominating Committee shall prepare a list of nominations for open At-Large Executive Committee member positions, *i.e.*, to fill the positions of At-Large Executive Committee members who will step down from the Executive Committee on September 30 of the following year, and to fill vacancies then existing for unexpired terms. The committee shall also prepare a list of nominations for open Officer positions in accordance with Section 6.02. The Nominating Committee shall present its list(s) to the Executive Committee at an Executive Committee meeting occurring no later than in March of the same Bar fiscal year. The Executive Committee will select final nominees from the Nominating Committee's list(s) at its March meeting.

The Executive Committee should reflect diverse perspectives. To assist this, all such applicants will apply through an electronic application process administered by the Bar when such electronic application process is available. The application form in the electronic application process administered by the Bar will, 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, number of lawyers in law firm, previous involvement in section activities, and skills or knowledge relevant to the position. Any such applicants that apply through the Bar's electronic application process will be considered by the Nominating Committee. The Nominating Committee should actively take factors of diversity into account when making recommendations to the Executive Committee.

The Executive Committee may also solicit, each year, from the Section's members, nominations

for open positions to the Executive Committee (hereinafter, "Solicitation Process"). The Solicitation Process will be by way of a call for applications for nominees. The Solicitation Process will commence March 1 of each year and will close no later than March 31. If more than three applications are submitted in any given year, the Executive Committee shall review the applications and select three final nominees from the applications based on demonstrated interest and excellence in the area of intellectual property law, commitment to service, and factors of diversity. If three or fewer applications are submitted in any given year, the three applicants shall be the final nominees from the Solicitation Process, unless one or more of the applicants is not eligible, pursuant to these Bylaws, for the applicable open position(s), in which case the ineligible applicants shall not be included in the list of final nominees.

The Executive Committee shall approve a list of nominees for the open Executive Committee positions no later than the end of April each year. The list of nominees shall include the final nominees from the Nominating Committee process and the final nominees from the Solicitation process.

Section 6.05 Manner of Executive Committee Elections

Elections of Executive Committee members shall be held no earlier than April 1st of each year and no later than May 31 each Bar fiscal year. Only voting members of the Section may participate in these elections. Elections shall be administered by the Bar, using electronic means, unless the Section develops its own equivalent electronic election process.

In the event of a tie for an open position or position(s), the Section Executive Committee shall convene a special, in-person meeting of the Executive Committee at which an Officer of the Executive Committee will flip a U.S. "Washington" quarter to determine the winner. If the quarter lands "heads," the nominee whose last name begins with the letter closest to "A" will win the toss; if the quarter lands "tails," the other nominee will win. In the event of a more-than-two-way tie, the tie-breaking process will consist of serial coin tosses, if necessary.

Section 6.06 Change in Number of At-Large Members

If the number of At-Large members is changed, any increase or decrease shall be apportioned between the At-Large member classes so as to maintain the number of At-Large members in each class as nearly equal as possible, and any At-Large member of any class elected to fill a vacancy resulting from an increase in such class shall hold office for a term that shall coincide with the remaining term of that class, but in no case will a decrease in the number of At-Large members shorten the term of any incumbent At-Large member of the Executive Committee.

Section 6.07 Interim Appointments

In the event of a vacancy during the interim between elections, the Executive Committee shall appoint a successor to serve in the vacant position. At the next Section election, an election will be held, in accordance with these Bylaws, to elect a person to serve the remainder of the vacated term.

ARTICLE VII. SUBSTANTIVE RESPONSIBILITIES

Section 7.01 Committees

(A) The Chair is encouraged and empowered to appoint an Education & Communication Committee, a Legislation/Judiciary Committee, and a Networking & Membership Committee. The Chair may appoint such other

committees to perform such duties and exercise such powers as the Chair may direct;

(B) The Chair shall appoint at least one Officer to each committee, and the chair of the committee shall be a member of the Executive Committee.

Section 7.02 Budget Committee

The Executive Committee shall serve as the Budget Committee. The duties of the Budget Committee are to prepare a budget in consonance with the objectives of the Section for the expenditure of the Section funds.

Section 7.03 Section Committees

Meetings of the Section Committees must be recorded by way of minutes, which minutes must be submitted to the Secretary-Treasurer no later than thirty (30) days after the meetings have been held. Section Committees are authorized only to deliberate and report on the items or subject matter concerning which they were formed, unless authority to act on such items or subject matter has been delegated to the Section Committee by a vote of the Executive Committee, held in accordance with these Bylaws. Section Committee action must be approved by a majority vote of the Section Committee members, and a record of the vote must be recorded in the minutes of the Section Committee meeting at which such vote was conducted. At the first meeting of the Section Committee in each Section year, the Section Committee shall appoint, from among its members, a chair of the Section Committee to preside over Section Committee meetings.

ARTICLE VIII. TERMINATION

Section 8.01 Notice and Approval

Upon any good cause determined by the Executive Committee, the Executive Committee may propose to the voting members of the Section a referendum to terminate the Section. At least thirty (30) days prior to any vote on any such referendum to terminate the Section, the Executive Committee shall send to the Board of Governors at the office of the Bar and to the Section membership a notice announcing the referendum and the material details associated with a vote for or against the referendum. The material details shall include, at least, a statement from the Executive Committee announcing the purpose of the referendum, the date or dates when voting members of the Section will be permitted to vote, the mechanism or mechanisms that will be available to voting members of the Section to cast a vote, and a date when the Section will be terminated if the referendum to terminate the Section is passed. The referendum to terminate the Section will be passed if at least two-thirds of all voting members of the Section cast a vote in favor of terminating the Section.

Section 8.02 Termination by the Board of Governors

If the Board of Governors of the Bar determines that the Section will be terminated, merged, combined, or otherwise materially changed in its composition of members, its purpose set forth in Section 1.01, or its ongoing nature, the Executive Committee may prepare and communicate a statement to the members of the Section. The statement may include recommendations of the Executive Committee pertinent to the associated action of the Board of Governors of the Bar.

ARTICLE IX. AMENDMENTS

Section 9.01 Notice and Approval

These Bylaws may be amended at any meeting of the Section upon thirty (30) days' written notice to the Section membership specifying the proposed amendment, by a majority vote of the members of the Section voting, or at an Executive Committee meeting by a unanimous vote of the voting Executive Committee members once a quorum is established, provided that no amendment shall become effective until approved by the Board of Governors of the Bar. Section members who have provided their email address to the Bar may be notified of proposed amendments by email.

As last amended and approved by the WSBA Board of Governors on January 16, 2026. ~~July 27, 2017.~~ Prior amendments to these Bylaws have been approved by the Section membership on March 24, 1998, March 21, 2003, ~~and~~ March 11, 2010, and July ~~27~~, 2017; the latter approved by the Board of Governors of the Washington State Bar Association on July 27, 2017 ~~June 4, 2010~~.

APPENDIX A

Definitions and Interpretation

Interpretation

I. In these Bylaws the following words and expressions shall, where not inconsistent with the context, have the following meanings:

   a. "Bar" means the Washington State Bar Association;

   b. "Bylaws" means these bylaws, as amended and approved from time to time;

   c. "Executive Committee" means the Executive Committee appointed or elected pursuant to these Bylaws and acting in accordance with these Bylaws;

   d. "Officer" means the person then holding the position of Chair; Chair-elect, or Secretary-Treasurer on the Executive Committee;

   e. "Section" means the Intellectual Property Section of the Bar established pursuant to the Bar's Bylaws, as amended from time to time.

II. In these Bylaws, where not inconsistent with the context:

   a. words denoting the plural number include the singular number and vice versa;

   b. words denoting the masculine gender include the feminine gender;

   c. the word:

      i. "may" is to be construed as permissive;

      ii. "shall" is to be construed as imperative;

III. Headings used in these Bylaws are for convenience only and are not to be used or relied upon in the construction hereof.

WASHINGTON STATE
BAR ASSOCIATION

JUVENILE LAW SECTION

Bylaws

As last amended and approved by the
Washington State Bar Association Board of Governors
on ~~May 2, 2025~~January 16, 2026.

ARTICLE 1 – GENERAL PROVISIONS

1.1 Section Name
The name of this section is the Juvenile Law Section (the "Section") of the Washington State Bar Association. This Section was established pursuant to the Bylaws of the Washington State Bar Association (the "Bar").

1.2 Purpose
The Section will provide a forum to discuss issues of concern and act as an agent of change to improve the law and practice related to civil and criminal matters involving children and youth in Washington State. This Section welcomes advocates from all interested disciplines and a variety of fields of law, including juvenile justice, child welfare and those who represent youth in civil legal practice.

The Section is concerned with all aspects of juvenile law and policy: dependency, offender, civil legal needs of youth and status offenses (children in need of services, youth at risk, and truants).

1.3 Principal Office
The principal office of the Section shall be maintained in the offices of the Bar.

1.4 Fiscal Year
The fiscal year of the Section shall coincide with that of the Bar, October 1 through September 30.

1.5 Section Subject to WSBA Bylaws
In accordance with WSBA Bylaws Article XI.E, the section is subject to all Bar Bylaws, policies, and procedures.

ARTICLE 2 – MEMBERSHIP

2.1 Enrollment and Membership
Any Active member in good standing with the Bar may be enrolled as a voting member of the Section upon request and payment of annual section dues. In addition, juvenile advocates who are not licensed

to practice law and law students may join as non-voting members ("subscribers") of the Section. Members enrolled as provided in this article shall constitute the membership of the Section.

2.2 Dues

Dues shall be paid annually in advance. Any person who fails to pay the annual dues shall cease to be a member of the Section. The section dues of law student members of the Executive Committee will be paid by the section during their tenure on the Executive Committee.

ARTICLE 3 – MEETINGS OF THE MEMBERSHIP

3.1 Annual Meeting

The Section shall hold an annual meeting of the membership.

3.2 Quorum

The voting members of the Section present at any meeting shall constitute a quorum for the transaction of business.

3.3 Controlling Vote

Action of the Section shall be by a majority vote of the voting members present.

3.4 Agenda

Among the business to be transacted at the annual meeting by the membership shall be to solicit members interested in serving as officers for the upcoming March to May election cycle, review the section financials, develop committee and project proposals and introduce any proposed bylaw changes for the upcoming year.

3.5 Robert's Rules of Order

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the meetings of the Section in all cases to which they are applicable and in which they are not inconsistent with these bylaws; the WSBA Bylaws, policies, and procedures; and any special rules of order as prescribed by the Washington State Bar Association. A failure to observe proper Robert's Rules of Order will not constitute an automatic default or reversal of action without a unanimous vote by the Executive Committee to void the action.

ARTICLE 4 – THE EXECUTIVE COMMITTEE

4.1 Duties

The Executive Committee shall undertake all duties necessary for the administration of the affairs of the Section including, without limitation, the power and duty to act on behalf of the Section in connection with sponsoring, supporting or opposing legislation; sponsoring and cosponsoring continuing legal education; approving the content of and publishing the Section newsletter; approving the content and maintenance of the Section website; the adoption of budget requests and approval of expenditures that comply with Bar fiscal policies and procedures; and shall perform duties assigned to it by the Board of Governors. The Executive Committee shall have the authority to establish and discontinue committees and subcommittees of the Section.

4.2 Composition

The membership of the Executive Committee is composed of the section's officers and other positions as

described below:

a. Chair;
b. Chair-elect;
c. Secretary;
d. Treasurer;
e. Two Co-Chairs of Juvenile Justice Committee;
f. Two Co-Chairs of Dependency and Child Welfare Committee;
g. Two Co-Chairs of the Civil Legal Needs Committee;
h. Two Co-Chairs of the Legislative Committee;
i. CLE Coordinator/Publication Editor;
j. Immediate Past Chair;
k. Two At-Large members;
l. ~~Young Lawyer~~New Member Liaison; and
m. At least one law student representative from a Washington law school (term expires upon graduation from law school.) The law student member(s) do not have voting rights.

4.3 Voting Rights

All Executive Committee members have full voting rights, with the exception of any law school representatives.

4.4 Term

The term of each Executive Committee position shall be staggered pursuant to Section 7.4 Term of Office with Executive Committee positions serving two-year terms. Any vacancy filled pursuant to Section 7.3 of these bylaws shall only fill the unexpired two-year term.

4.5 Quorum and Controlling Vote

A majority of the voting members of the Executive Committee shall constitute a quorum. Actions of the Executive Committee shall be determined by a majority vote, once a quorum is established, of the voting members present in person, by telephone or by videoconferencing.

4.6 Meetings

The annual meeting of the Executive Committee shall be held in conjunction with the annual meeting of the Section. Special meetings may be held at the time and place designated by a Chair or a majority of the Executive Committee. Notice of all section meetings will be provided to all members and will be listed on the section's web page.

The Executive Committee will hold a monthly meeting on a schedule that will be developed at the beginning of each calendar year and published on the section's web page.

4.7 Removal

Any member of the Executive Committee may be removed by a two-thirds majority vote of the Executive Committee. Grounds for removal include, but are not limited to, regular absence from Executive Committee meetings and events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the Executive Committee's judgment, the Executive Committee member is not acting in the best interest of the Section membership.

4.8 Law Student Participation

The Executive Committee may appoint at least one law student member to the Executive Committee.

ARTICLE 5 – OFFICERS

5.1 Officers
The officers of the Section shall be the Chair, the Chair-Elect, the Secretary, and the Treasurer.

5.2 Chair

a. The Chair shall preside at all meetings of the Section and shall appoint committee members as needed. The Chair shall have such other powers and perform such duties as usually pertain to this office consistent with WSBA and Section Bylaws.
b. In the event the Chair anticipates a temporary inability to carry out the Chair's duties, the Chair may designate the Chair-Elect (or another member of the Section if the Chair-Elect is not available), to temporarily act as Chair in the Chair's absence.

5.3 Chair-Elect
Upon the death, resignation, or during the disability of the Chair, or upon his/her refusal to act, the Chair-Elect shall perform the duties of the Chair for the remainder of the Chair's disability and then only during so much of the term as the disability continues. The Chair-Elect shall succeed the outgoing Chair as the Chair for the next term of office.

5.4 Secretary
The Secretary will take minutes at each meeting of the Section and Executive Committee and provide approved minutes to the Bar for publication and record retention. Further, the Secretary will perform any additional duties incident to the office of Secretary as may be assigned by the Chair or the Executive Committee, consistent with the Bar's policies and procedures. The role of Secretary and Treasurer may be held by the same member of the Section if one of the two positions is vacant.

5.5 Treasurer
The Treasurer shall be responsible for maintaining financial records for the Section, communicating with the WSBA and other organizations on financial matters, reporting to the Section on its financial position, shall draft a proposed budget each year for Executive Committee approval and submission to the WSBA for approval, shall review the financial statements to the extent provided by the WSBA for accuracy and provide any corrections to the WSBA, and shall perform such other duties as may be delegated by the Executive Committee. The Treasurer shall work with the WSBA to ensure compliance with fiscal policies and procedures. The role of Secretary and Treasurer may be held by the same member of the Section if one of the two positions is vacant.

ARTICLE 6 – COMMITTEES AND SUBCOMMITTEES

6.1 Juvenile Justice Committee
There shall be a juvenile justice committee composed of Co-Chairs and other members of the section who are willing to serve on the committee.

6.2 Child Welfare Committee
There shall be a child welfare committee composed of Co-Chairs and other members of the section who are willing to serve on the committee.

6.3 Civil Legal Needs Committee

There shall be a civil legal needs committee composed of Co-Chairs and other members of the section who are willing to serve on the committee.

6.4 Legislative Committee
There shall be a legislative committee composed of two Co-Chairs and other members who are willing to serve on the committee.

6.5 Purpose
The purpose of the committees shall be to further the interests of the Section within their particular areas of expertise in coordination with the Chairs and subject to control of the Executive Committee. Subcommittees and task forces, as constituted from time to time by the Executive Committee, shall be filled by appointment by the Section Co-Chairs of a Subcommittee or Project Chair with the consent of the Executive Committee. Committee Co-Chairs are elected by the Section and serve as officers of the Section.

ARTICLE 7 – ELECTIONS AND APPOINTMENTS

7.1 Elections
Nominations and elections will occur within timeframes consistent with WSBA bylaws, subject to the schedule identified in Section 7.4. The Bar will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by a coin toss.

7.2 Nominations
The Chair shall solicit nominations from the Section membership and appoint a nominating committee of not less than three members of the Section, at least one of whom shall not be a current member of the Executive Committee. The nominating committee shall verify qualifications of nominees and solicit additional nominations when appropriate. All applicants will apply through an electronic application process administered by the Bar. In selecting its nominees, it shall be the responsibility of the nominating committee to bear in mind the need for broad representation on the Executive Committee, based on geography, diversity of practice, special expertise, and other factors of diversity. It shall be the responsibility of the nominating committee to contact each member nominated and verify her or his willingness to accept the nomination, and to generally describe the commitment involved in the position to the nominee. Nothing prevents a Section member from self-nominating. The Executive Committee will also have an alternative process to allow for nominations to occur outside the nominating committee process. The Executive Committee will approve a list of nominees for each open position.

7.3 Vacancy
Vacancy of any position on the Executive Committee shall be filled by appointment by a majority vote of the Executive Committee. When a member is appointed to fill a vacancy in an unexpired term, the member will do so until the next annual election when an individual will be elected to serve the remainder of the vacated term.

7.4 Term of Office
The following Executive Committee positions shall serve two-year terms beginning October 1st on odd numbered years:

a. Chair
b. Chair-elect

c. Secretary
d. Treasurer
e. Co-Chair of Juvenile Justice Committee (Position 1 of 2)
f. Co-Chair of Dependency and Child Welfare Committee (Position 1 of 2)
g. Co-Chair of the Civil Legal Needs Committee (Position 1 of 2)
h. Co-Chair of the Legislative Committee (Position 1 of 2)
i. One of two At-Large members (Position 1 of 2)
j. ~~Young Lawyer~~New Member Liaison

The following Executive Committee positions shall serve two-year terms beginning October 1st on even numbered years:

a. Co-Chair of Juvenile Justice Committee (Position 2 of 2)
b. Co-Chair of Dependency and Child Welfare Committee (Position 2 of 2)
c. Co-Chair of the Civil Legal Needs Committee (Position 2 of 2)
d. Co-Chair of the Legislative Committee (Position 2 of 2)
e. CLE Coordinator/Publication Editor
f. One of two At-Large members (Position 2 of 2)

ARTICLE 8 – PUBLICATIONS AND WEBSITE

8.1 Newsletter
There may be published and furnished to members of the Section, and to such other persons or organizations as the Executive Committee may determine, an electronic newsletter published at such intervals as the Executive Committee shall determine.

8.2 Other Publications
The Section may publish a series of programs or other written material to further the objectives of the Section.

8.3 Website
The Executive Committee will provide content to the section's web page subject to Bar review and approval.

ARTICLE 9 – AMENDMENTS

9.1 Amendments
These bylaws may be amended at any annual meeting of the Section by a majority vote of the voting members of the Section present and voting, or at an Executive Committee meeting by a majority vote of the voting Executive Committee members once a quorum is established, provided that no amendment shall become effective until approved by the Board of Governors of the Bar.

Approved by the Bar Board of Governors on June 9, 2006, and as first amended and approved by the Bar Board of Governors on March 7, 2008, and further amended and approved by the Bar Board of Governors on March 5, 2010, and further amended and approved by the Bar Board of Governors on October 28, 2011, and further amended and approved by the Bar Board of

Governors on July 27, 2017, and further amended and approved by the Bar Board of Governors on September 22, 2022, and further amended and approved by the Bar Board of Governors on May 2, 2025, and further amended and approved by the Bar Board of Governors on January 16, 2026.

WASHINGTON STATE
BAR ASSOCIATION

Labor and Employment Law Section

Bylaws

As last amended and approved by the Washington State Bar Association Board of Governors on ~~March 10, 2022~~January 16, 2026.

ARTICLE I – *IDENTIFICATION*

1.1 *Name and Creation*. The name of this section is the Labor and Employment Law Section (the "Section"). This Section was established pursuant to the Bylaws of the Washington State Bar Association (the "Bar").

1.2 *Purpose*. The purpose of the Section shall be to seek the participation of all interested members of the Bar including plaintiff's and defense counsel from both the public and private sectors and of state and local bar associations in order to benefit such members, their clients and the general public.

a. By providing a forum for members to exchange ideas in all areas of labor and employment law.
b. By establishing an annual CLE and business meeting.
c. By undertaking such other service as may be of benefit to the members, the legal profession and the public.

1.3 *Limitations*. These bylaws have been adopted subject to the applicable Washington statutes and the Bylaws of the Bar.

1.4 *Principal Office*. The principal office of the Section shall be maintained in the offices of the Bar.

1.5 *Fiscal Year*. The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE II – *MEMBERSHIP*

2.1 *Enrollment*. Any Active member in good standing of the Bar of the State of Washington may be enrolled as a voting member of the Section upon request and payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar. Inactive members, currently enrolled law students, and certified human resources professionals may also be enrolled as non-voting members ("subscribers") of the Section upon request and payment of annual Section dues. Subscribers shall not be eligible to serve on the executive committee.

2.2 *The Membership*. Members enrolled as provided in Section 2.1 shall constitute the Membership of the Section.

2.3 *Dues*. Dues in the amount approved by the Board of Governors of the Bar shall be paid annually in advance. Any person who shall have failed to pay the annual dues shall cease to be a member of the Section.

ARTICLE III – *MEETINGS OF THE MEMBERSHIP*

3.1 *Annual Meeting*. The annual meeting, if any, and any other meeting of the Section shall be called by the executive committee at such time and place as it may determine.

3.2 *Quorum*. The voting members of the Section present at any regularly scheduled or specially called meeting shall constitute a quorum for the transaction of business.

3.3 *Controlling Vote*. Action of the Section shall be by majority vote of the voting members present.

3.4 *Meeting Notice*. Notice of meetings will be provided to the members and subscribers prior thereto.

ARTICLE IV – *EXECUTIVE COMMITTEE*

4.1 *Powers and Duties*. The executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section and perform duties assigned to it by the Board of Governors.

4.2 *Composition*. The executive committee shall be composed of the following positions, each of which shall have voting rights:

- Four (4) At-Large positions held by individuals that primarily practice as defense counsel in the private sector;
- One (1) At-Large position held by an individual that primarily practices as defense counsel in the public sector;
- One (1) At-Large position held by an individual that practices labor or employment law;
- One (1) At-Large position held by an individual that primarily practices as a full-time neutral;
- Three (3) At-Large positions held by individuals that primarily practice as plaintiff's counsel;
- Three (3) At-Large positions held by individuals that primarily practice as counsel for a labor union or labor unions; and
- One (1) position held by the WSBA ~~Young Lawyer~~New Member Liaison to the Section.

4.3 *Controlling vote*. After a quorum (a majority of the voting members of the executive committee) is established, action of the executive committee will be by majority vote or consensus of such quorum.

4.4 *Meetings*. Meetings shall be held at such time and place as may be designated by the Chair or a majority of the executive committee. Section members, subscribers, and members of the public shall be entitled to attend executive committee meetings. Notice of executive committee meetings

will be provided as in section 3.4 of these bylaws. The executive committee shall be expected to conduct a minimum of four meetings annually.

ARTICLE V – *OFFICERS*

5.1 *Officers*. The officers of the Section shall be the Chair, the Secretary, the Treasurer, and the Immediate Past Chair.

5.2 *Chair*. The Chair shall preside at all meetings of the Section and of the executive committee. The Chair shall prepare and submit to the Bar an annual report of the work of the Section for the then past year, and shall perform such other duties as usually pertain to this office or as may be delegated by the executive committee. At the conclusion of the executive committee member's term as Chair, they shall serve as the Immediate Past Chair.

5.3 *Secretary*. The Secretary will take minutes at each meeting of the Section and executive committee, and provide approved minutes to the Bar for publication and record retention.

5.4 *Treasurer*. The Treasurer will work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, work with the Bar to prepare the Section's annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget. In conjunction with the Chair and as authorized by the executive committee, the Treasurer shall attend generally to the business of the Section.

5.5 *Immediate Past Chair*. The Immediate Past Chair will largely serve to assist the Chair in exercising their duties, and will stand in for the Chair at any meeting in the Chair's absence. The Immediate Past Chair will perform any additional duties as may be delegated by the executive committee. Consistent with 4.2, should the Immediate Past Chair's term on the executive committee end at the same time their term as Chair ends, in order to serve as Immediate Past Chair, the outgoing Chair may (a) be elected to another term on the Executive Committee consistent with article VI or (b) stay on the Executive Committee as an officer, but in an advisory capacity without voting rights.

5.6 *Removal*. Any officer or other member of the executive committee may be removed by a two-thirds majority vote of the executive committee. Grounds for removal include, but are not limited to, regular absence from executive committee meetings and events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the Section membership.

ARTICLE VI – *ELECTIONS*

6.1 *Elective Offices*.

a. At-Large Executive Committee Members. Nominations and elections for open At-Large executive committee positions will be held between March and June each year. Each of the thirteen elected positions on the executive committee shall be for a three-year term with at least four positions expiring each year.

b. Officers. The executive committee will nominate and elect officers from the existing executive committee between March and June each year. However, the Immediate Past Chair shall not be a position elected by the executive committee; rather, at the conclusion of the executive committee member's term as Chair, they shall continue to serve as an

officer in the role of Immediate Past Chair. If the Chair's term ends simultaneously with their term on the executive committee and they do not continue in an advisory role consistent with 5.5, any past Chair serving a term on the executive committee may be appointed by the committee as Immediate Past Chair. Executive committee members shall serve a minimum of six months on the executive committee before they are eligible to serve as an officer of the committee. Officers serve a one-year term beginning on October 1 in the specified office and shall serve simultaneously as executive committee members.

c. Chair Transition. Between June and September each year, the current Chair will work with the incoming Chair to transition Chair duties by October 1.

6.2 *Nomination*. The Chair of the executive committee shall annually appoint a nominating committee of not less than three members of the Section, including one member who is not currently an executive committee member. The nominating committee shall solicit input from the Executive Committee regarding potential nominees for vacancies on the Executive Committee and keep the Executive Committee updated on the election process. The nominating committee shall contact and encourage interested members of the Section to submit application materials for vacancies on the Executive Committee. The nominating committee shall review application materials submitted by nominees and other applicants and approve the final slate of candidates to include on the Section's election ballot. All candidates will apply through an electronic process administered by the Bar. The term "nominees" means those individuals the nominating committee solicits to apply. The term "other applicants" means those individuals who apply but were not solicited by the nominating committee. The term "candidates" means any Section member who submits application materials—both nominees and other applicants—and is included on the Section's election ballot.

In selecting its nominees, the nomination committee shall bear in mind the need for broad representation on the executive committee, based on geography, diversity of practice, special expertise, prior service on the executive committee, and other factors of diversity, equity, and inclusion. The executive committee will approve a list of candidates for each open position.

6.3 *Voting*. The Bar will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by a coin toss administered by two members of the executive committee.

6.4 *Term of Office*. The term of office for each executive committee member shall begin on October 1 each year.

6.5 *Interim Appointments*. The executive committee will appoint, by majority vote, members to fill vacancies on the executive committee. Priority will be given to Section members that qualify to fill the role of the vacant position, but if none are available, then a vacancy may be filled by a Section member whose primary practice is different than that assigned to the vacant position. When a member is appointed to fill a vacancy in an unexpired term, the member will do so for the remainder of the vacated term.

ARTICLE VII – *SUBSTANTIVE RESPONSIBILITIES*

7.1 *Committees*. The executive committee may appoint committees to perform such duties and exercise such powers as it determines are necessary to further the purposes of the Section.

ARTICLE VIII – *AMENDMENTS*

These bylaws may be amended at any meeting of the Section by a majority vote of the voting members of the Section present. Additionally, these bylaws may be amended at any regular or special meeting of the executive committee of the Section called for the purpose of amending the bylaws and upon advance notice, by a majority vote of the voting members of the executive committee present after a quorum is established. No amendment shall become effective until approved by the Board of Governors of the Bar.

Original bylaws adopted and approved by the Bar Board of the Governors on February 18, 2000.

Bylaws first amended and adopted by the Bar Labor and Employment Law Section Executive Committee on October 12, 2005, and subsequently approved by the Bar Board of Governors on January 12, 2006.

Bylaws amended and adopted by the Bar Labor and Employment Law Section Executive Committee and subsequently approved by the Bar Board of Governors on July 25, 2008, and on September 22, 2011.

Bylaws amended and adopted by the Bar Labor and Employment Law Section Executive Committee and subsequently approved by the Bar Board of Governors on December 12, 2012, and on March 8, 2013.

Bylaws amended and adopted by the Bar Labor and Employment Law Section Executive Committee and subsequently approved by the Bar Board of Governors on July 9, 2014, July 25, 2014, and on July 27, 2017.

Bylaws amended and adopted by the Bar Labor and Employment Law Section Executive Committee and subsequently approved by the Bar Board of Governors on March 10, 2022.

Bylaws amended and adopted by the Bar Labor and Employment Law Section Executive Committee and subsequently approved by the Bar Board of Governors on January 16, 2026.

WASHINGTON STATE
BAR ASSOCIATION

LITIGATION SECTION

Bylaws

As last amended and approved by the
Washington State Bar Association Board of Governors on ~~July 27, 2017~~January 16, 2026.

ARTICLE I. NAME, CREATION AND PURPOSE

1.1 Name and Creation

The name of the section is Litigation Section (the "Section"). This Section was established pursuant to the Bylaws of the Washington State Bar (the "Bar").

1.2 Purpose

The purpose of the Section shall be to seek the participation of all interested members of the Bar, and of state and local bar associations, in order to benefit such members, their clients and the general public:

a. By providing the opportunity and forum for the interchange of ideas in the areas at trial advocacy, practice and procedure;

b. By initiating and implementing common projects within said areas;

c. By review of pending legislation and development of proposed statutory enactments to improve and facilitate the administration of justice;

d. By assisting the courts in establishing rules and methods for the more certain and expeditious administration of justice; and

e. By undertaking such other services as may be of benefit to the members, the legal profession and the public.

1.3 Limitations

These bylaws have been adopted subject to the applicable Washington statutes and the Bylaws of the Bar.

1.4 Principal Office

The principal office of the Section shall be maintained in the offices of the Bar.

1.5 Fiscal Year

The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE II. MEMBERSHIP

2.1 Enrollment

Any Active member in good standing at the Bar may be enrolled as a voting member at the Section by the payment of annual Section dues in the amount and for the purpose approved by the Board of Governors of the Bar. Inactive members of the Bar, law students, and members of the public may be enrolled as a non-voting member ("subscriber") by paying the annual dues. Subscribers may not hold a Section office.

2.2 The Membership

Members enrolled as provided in Section 2.1 shall constitute the membership of the Section.

2.3 Dues

Dues in the amount approved by the Board of Governors of the Bar shall be paid annually in advance. Any person who shall have failed to pay the annual dues shall cease to be a member of the Section. With the exception of law students, the Section dues fee for subscribers shall be the same amount as that established for voting members. The Section dues fee for law students shall be set at a standard amount annually determined by the Board of Governors.

ARTICLE III. MEETINGS OF THE MEMBERSHIP

3.1 Meetings

Meetings of the membership of the Section may be called by any officer at such time and place as the officers may determine.

3.2 Quorum

The voting members of the Section present at any meeting shall constitute a quorum for the transaction of business.

3.3 Controlling Vote

Action of the Section shall be by majority vote of the voting members present.

ARTICLE IV. EXECUTIVE COMMITTEE

4.1 Powers And Duties

The executive committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section and perform duties assigned to it by the Board of Governors.

4.2 Composition

The executive committee shall be composed of the following persons who all have voting rights:

a. The officers (Chair, Chair-elect and Secretary/Treasurer);

b. The Immediate Past Chair;

c. Six At-Large members elected to the executive committee; and

d. The ~~Young Lawyers~~New Member Liaison.

4.3 Controlling Vote

Action of the executive committee shall be by majority vote of the voting members of the executive committee, after a quorum (a majority of the voting members of the executive committee) is established. Executive committee members may vote by email in accord with the Bar's bylaws.

4.4 Meetings

Meetings shall be held at the time and place as may be designated by the Chair or a majority of the executive committee. The executive committee may meet as necessary throughout the year with notice and agenda to be provided before the meeting.

ARTICLE V. OFFICERS

5.1 Officers

The officers of the Section shall be the Chair, the Chair-elect, and the Secretary/Treasurer.

5.2 Chair

The Chair shall preside at all meetings of the Section and of the executive committee. The Chair shall formulate and present a report of the work of the Section for the past year annually to the Board of Governors. The Chair shall perform such other duties as usually pertain to the office or as may be delegated by the executive committee.

5.3 Chair-elect

Upon the death, resignation, or during the disability of the Chair, or upon the Chair's refusal to act, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's term except in case of the Chair's disability and then only during so much of the term as the disability continues.

5.4 Secretary/Treasurer

The Secretary/Treasurer shall take minutes of all meetings of the Section and of the executive committee and provide approved minutes to the Bar for publication and record retention. The Secretary/Treasurer will also work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, work with the Bar and the other officers to prepare the Section's annual budget, and review the Section's monthly financial statements for accuracy and comparison to budget. In conjunction with the Chair and as authorized by the executive committee, he/she shall attend generally to the business of the Section.

ARTICLE VI. ELECTIONS

6.1 Elective Offices.

a. OFFICERS. Each year a Chair-elect and a Secretary/Treasurer shall be elected to serve a one-year term.

b. EXECUTIVE COMMITTEE. Each year two members of the Section shall be elected to the executive committee to serve a two-year term, and they shall replace the two at-large executive committee members whose terms then expire.

6.2 Chair

The Chair-elect shall automatically succeed to the office of Chair. In the event the office of Chair-elect shall be vacant, then a Chair shall be elected in the same manner as set forth in Section 6.1 hereinabove.

6.3 Nominations

The Chair or executive committee shall annually appoint a nominating committee of not less than three members of the Section, at least one of whom is not a current member of the executive committee. The nominating committee shall make and report nominations for the offices of Chair-elect, Secretary/Treasurer, and At-Large members of the executive committee to succeed those whose terms will then expire, and to fill vacancies then existing for unexpired terms. Nominations shall be submitted to the Bar at least 30 days in advance of the scheduled election. Other nominations for the same offices may be made by the membership and must be submitted at least 15 days in advance of the scheduled election. Nominations and elections for open executive committee positions will be held between March and May each year. All applicants will apply through an electronic process administered by the Bar. The executive committee will approve the list of nominees for each open position.

6.4 Voting

The Bar will administer the elections by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by coin toss or other random tiebreaker.

6.5 Term Of Office

All executive committee position terms will begin October 1 each year.

6.6 Interim Appointments

The executive committee will appoint, by majority vote, members to fill vacancies on the executive committee. When a member is appointed to fill a vacancy in an unexpired term, the member will do so until the next annual election, when an individual will be elected to serve the remainder of the vacated term.

APTICLE VII. SUBSTANTIVE RESPONSIBILITIES

7.1 Committees

The executive committee may appoint committees to perform such duties and exercise such powers as the executive committee may direct.

7.2 Budget

The duties of the executive committee officers and Immediate Past Chair include working with the Bar to prepare the Section's annual budget request.

ARTICLE VIII. AMENDMENTS

These bylaws may be amended at any meeting of the Section by a majority vote of the voting members of the Section present and voting, or at an executive committee meeting by a majority vote of the voting executive committee members once a quorum is established, provided that no amendment shall become effective until approved by the Board of Governors of the Bar.

As amended and approved by the WSBA Board of Governors on July 23, 2010. Article 2. Membership, amended to allow for law students and other "subscriber" types to enroll in the Section.

As last amended and approved by the WSBA Board of Governors on July 27, 2017.

As last amended and approved by the WSBA Board of Governors on January 16, 2026.

WASHINGTON STATE BAR ASSOCIATION

SOLO & SMALL PRACTICE SECTION

Bylaws

As last amended January 16, 2026, ~~July 27, 2017,~~ and including amendments approved by the WSBA Board of Governors on July 27, 2017, September 18, 2014, and October 27, 2006.

ARTICLE 1. IDENTIFICATION

1.1 Creation

The Solo & Small Practice Section of the Washington State Bar (the "Section"), was established pursuant to the Bylaws of the Washington State Bar Association (the "Bar").

1.2 Name and Definition

The name of the Section shall be the "Solo & Small Practice Section." For the purposes of these bylaws ("Bylaws"), the term "solo and small practice" means a legal practice consisting of no more than 10 (ten) licensed legal professionals.

1.3 Purpose

The purpose of the Section shall be to seek participation of all interested members of the Bar in order to benefit the general public, members of the Section and their clients by:

a. Providing continuing legal and other education for its members in areas of common interest to members engaged in solo and small firm practices;

b. Providing opportunities for members of the Section to become better acquainted with other members with similar interests;

c. Providing a forum for the exchange of ideas and discussion about issues of common interest to members of the Section;

d. Undertaking such other service as may be of benefit to the public and members of the legal profession;

e. Reviewing pending legislation and developing proposed statutory enactments to improve and to facilitate the administration of justice within the Section's area.

1.4 Governance/Limitations

The Section shall be governed by an executive committee ("Executive Committee"), in accordance with Article IV of these Bylaws. These Bylaws are adopted subject to applicable Washington statutes and the Bylaws of the Bar and shall be construed to be in conformity therewith.

1.5 Principal Office

The principal office of the Section shall be maintained in the offices of the Bar.

1.6 Fiscal Year

The fiscal year of the Section shall coincide with that of the Bar.

ARTICLE 2. MEMBERS AND SUBSCRIBERS

2.1 Members

Any active member of the Bar in good standing may be enrolled as a member of the Section (a "Section Member"), upon request and payment of annual Dues in the amount and for the purpose approved by the Board of Governors of the Bar ("Board of Governors"). All Section Members shall be entitled to one vote on any matters placed before Section Members for a vote.

2.2 Subscribers

Licensed legal professionals who are not active members of the Bar, law students and members of the public may be enrolled as subscriber members ("Subscriber Members"), upon payment of the annual dues applicable to such Subscriber Member. Subscriber Members shall not be entitled to vote or otherwise participate in Section governance.

2.3 The Membership

Section Members and Subscriber Members, collectively, shall constitute the Membership of the Section ("Membership").

2.4 Dues

2.4.1 *Amount.* Section dues ("Dues"), shall be in the amount determined by the Executive Committee and approved by the Board of Governors of the Bar. Dues shall be the same for Section Members and Subscriber Members, with the exception that Dues for law students shall be as annually determined by the Board of Governors.

2.4.2 *When Paid.* Dues shall be paid annually in advance. Any person who fails to pay Dues shall cease to be a Section Member or Subscriber Member, as applicable.

ARTICLE 3. MEETINGS OF THE MEMBERSHIP

3.1 Annual Meeting

An annual meeting of the Membership (the "Annual Section Meeting"), will be held each year by the Executive Committee at a time and place specified by the Executive Committee. The Chair of the Executive Committee shall cause notice of the Annual Section Meeting to be published on the Bar's website in advance of the meeting.

3.2 Agenda

The Executive Committee will publish an agenda for the Annual Section Meeting in the notice referenced above.

3.3 Quorum and Controlling Vote

The Section Members present at the Annual Section Meeting shall constitute a quorum for the transaction of business. A majority vote of the Section Members present and voting shall be required to approve any business brought before such meeting.

ARTICLE 4. THE EXECUTIVE COMMITTEE

4.1 Powers and Duties

All powers and duties necessary for the administration of the affairs of the Section shall be vested with the Executive Committee. The Executive Committee shall also perform any additional duties assigned to it by the Board of Governors.

4.2 Composition

The Executive Committee shall be composed of the following persons ("EC Members"):

a. The Officers (Chair, Chair-Elect, Secretary and Treasurer);

b. The immediate past Chair;

c. Section Members elected at-large to the Executive Committee in the number determined annually by the Executive Committee ("Elected EC Members"); *provided that*, the total number of Elected EC Members shall not be less than four (4), nor greater than seven (7).

d. Liaisons from the following organizations, if so appointed by their respective organizations ("Liaisons"):

(i) The Association of Legal Administrators, Puget Sound Chapter;

(ii) The ~~Young Lawyers~~WSBA New Member Liaison to Sections programs~~ Committee~~;

(iii) The Law Office Management Assistance Program of the Washington State Bar Association; and

(iv) The Board of Governors of the Bar.

The Executive Committee may request other organizations to appoint a liaison when it deems such participation will benefit the Section.

e. Advisors appointed by the Executive Committee where such appointment, in the judgment of the Executive Committee, will substantively benefit the Executive Committee and the Section ("Advisors").

4.3 Quorum and Voting

Only Officers and EC Members elected at-large(collectively the "Voting EC Members") shall be entitled to vote on business transacted by the Executive Committee. Unless otherwise stated herein, all Liaisons and Advisors shall serve in an advisory capacity only and are not entitled to vote.

The number of Voting EC Members that are "present" at any meeting of the Executive Committee shall constitute a quorum for the transaction of business. Voting EC Members shall be considered present whether attending in person, via telephone or video conference ("Present"). Action of the Executive Committee shall be determined by majority vote of Voting EC Members Present once a quorum is established.

4.4 Meetings

The Executive Committee shall conduct at least six meetings each year, one of which shall be the annual retreat ("EC Meetings"). EC Meetings shall occur every other month at the time and place designated by the Chair. The first EC Meeting of each fiscal year, shall be designated the Annual Meeting of the Executive Committee ("Annual EC Meeting"). The Chair shall cause notice of each EC Meeting to be published on the Bar's website.

4.5 Removal

Any member of the executive committee may be removed by a two-thirds majority vote of the executive committee. Grounds for removal include, but are not limited to, regular absence from executive committee meetings and events, failure to perform duties, unprofessional or discourteous conduct or whenever, in the executive committee's judgment, the executive committee member is not acting in the best interest of the Section membership.

ARTICLE 5. OFFICERS

5.1 Officers

The officers of the Section ("Officers") shall be the Chair, the Chair-Elect, the Secretary and the Treasurer.

5.2 Removal

Any Officer may be removed from Office as provided in Section 4.5 above.

5.3 Chair

The Chair shall serve a one-year term and may serve a maximum of two consecutive terms. The Chair shall preside at the Annual Section Meeting and all EC Meetings, report annually to the Bar on the activities of the Section, and shall perform such other duties as usually pertain to that office or as may be delegated by the Executive Committee.

5.4 Chair-Elect

The Chair-Elect shall serve a one-year term unless he or she succeeds to the position of Chair before the end of the sitting Chair's term; *provided that,* if the Chair is elected to serve a second-term, the term of the Chair-Elect shall automatically be extended an additional year without action of the Executive Committee. The Chair-Elect shall perform such duties as may be assigned by the Chair, and shall perform all of the duties of the Chair during any period the Chair is absent or unable to act as Chair. The Chair-Elect shall automatically succeed to the office of Chair.

5.5 Secretary

The Secretary shall serve a one-year term. The Secretary will take minutes at each meeting of the Section and Executive Committee, provide approved minutes to the Bar for publication and record retention, and shall perform such other duties as usually pertain to that office and as may be assigned to him or her by the Chair.

5.6 Treasurer

The Treasurer shall serve a one-year term. The Treasurer will work with the Bar to ensure that the Section complies with Bar fiscal policies and procedures, prepare the Section's annual budget, review the Section's monthly financial statements for accuracy and comparison to budget, and shall perform such other duties as usually pertain to that office and as may be assigned to him or her by the Chair.

5.7 Immediate Past Chair

The Immediate Past Chair shall serve a one-year term. The Immediate Past Chair's role is to assist the Chair and other Officers to ensure continuity in the business of the Executive Committee.

ARTICLE 6. ELECTIONS

6.1 Election of Officers

The Executive Committee shall elect Officers at the Annual EC Meeting. Only Voting EC Members may be nominated to serve as an Officer. The EC Member receiving the most votes among those nominated for each position shall be elected.

The Chair-Elect shall automatically succeed to the office of the Chair when the sitting Chair's term expires or the office of the Chair is otherwise vacated. In the event the office of Chair-Elect is vacant, the new Chair shall be elected by the Executive Committee to serve until the next annual election.

6.2 Election of Executive Committee Members

6.2.1 *Nominations*. The Chair shall appoint a nominating committee each year consisting of no less than three (3) Section Members, at least one (1) whom shall not be a current member of the Executive Committee. The nominating committee shall publish to the Membership a call for candidates identifying the number of expiring (i.e., open) positions on the Executive Committee and shall recruit candidates to run for open positions. All applicants will apply through an electronic process administered by the Bar. The executive committee will also have an alternative process to allow for nominations to occur outside of the nominating committee process. Any Section Member may nominate him or herself to fill an open position on the Executive Committee and any EC Member may nominate a candidate; *provided that*, such candidate has expressed their willingness to serve. It shall be the duty of all EC Members to recruit and encourage Section Members to run for open positions on the Executive Committee, bearing in mind the need for broad representation based on geography, diversity of practice, special expertise and other factors of diversity.

6.2.2 *Voting*. The Bar will administer the elections between March and May each year by electronic means and certify the results, unless the Section develops its own equivalent electronic election process. In the event of a tie, the winner will be determined by a coin toss.

6.2.3 *Term.* Officers shall serve a one year term and other elected EC Members shall serve a term of two years. The term shall commence on October 1 and shall terminate whenever the Elected EC Member's successor takes office in accordance with these Bylaws. Approximately one-half of the at-large positions on the Executive Committee shall terminate in even numbered years (Group 1), and the other half shall terminate in odd numbered years (Group 2).

6.3 Appointments to Fill Officer or EC Member Vacancies

If any position on the Executive Committee or the position of Chair, Secretary or Treasurer becomes vacant for any reason before the expiration of such EC Member's or Officer's term, the Executive Committee shall appoint, by majority vote, a successor to fill the vacancy. The member(s) appointed to fill the vacancy will serve until the next annual election when an individual will be elected to serve the remainder of the vacated term.

ARTICLE 7. COMMITTEES

7.1 Establishment of Committees.

The Executive Committee may create committees to perform such duties as shall be determined by the Executive Committee. Such committees may be permanent committees or ad hoc committees formed to perform specific tasks. All committees shall report to the Chair and shall provide regular reports of their activities to the Executive Committee. Any committee may be disbanded at any time by the Executive Committee.

7.2 Composition and Governance of Committees.

The Chair of the Executive Committee shall appoint a Committee Chair to manage the work of the committee and shall appoint EC Members to serve on specific committees. The Committee Chair, in his or her discretion, may recruit additional committee members from among the Membership of the Section.

ARTICLE 8. AMENDMENTS

These Bylaws may be amended at any regular or special meeting of the Executive Committee by a majority vote of the Voting Executive Committee Members once a quorum is established. These Bylaws may also be amended by a majority vote of the Section Members present at a Section Meeting. No amendment to these Bylaws shall be effective until approved by the Board of Governors of the Washington State Bar Association.

WASHINGTON STATE
BAR ASSOCIATION

APEX Award Eligibility Criteria

Adoption Date: March 7, 2024.

The APEX Awards are an opportunity for WSBA leaders to honor legal practitioners who embody the highest ideals of service in each respective award category. When soliciting and considering nominations, a top priority is to reflect the full diversity of the legal community across Washington state in terms of geography, practice area and type, and other demographics such as gender, race, age, etc.

Unless otherwise stated, each APEX Award is given to a single WSBA member (any license type). Awards that allow for group (including corporate entities) and/or non-WSBA member nominations as well as awards with specific eligibility requirements are listed below. Honorees may receive one award per lifetime in any single APEX Awards category; the Committee should carefully consider other candidates before awarding another APEX Award, in a different category, to an honoree who as has received an APEX Award in the past five years. To avoid actual or perceived conflicts of interest and uphold the integrity of the awards process, current/seated WSBA staff, Board of Governors members, and Officers are not eligible for APEX Awards.

Specific eligibility:

- Angelo Petruss Award for Lawyers in Government Service: Open to a WSBA member who works in government service, defined as employment with a local, city, county, state, tribal, or federal government entity or agency, including the Attorney General's Office and military branch. Elected officials are not eligible.
- Justice Charles Z. Smith Excellence in Diversity Award: Open to individuals, groups, and non-WSBA members.
- Legal Innovation Award: Open to individuals, groups, and non-WSBA members.
- Lifetime Service Award: Open to non-WSBA members.
- Outstanding Judge Award: Open to current or retired judges, including administrative law judges, hearings officers, and other judicial or quasi-judicial officers.
- Outstanding ~~Young Lawyer~~New Member Award: Open to active lawyers who meet the definition of "~~young lawyer~~new member" in the WSBA Bylaws. ~~(currently: "until the last day of December of the year in which the member attains the age of 36 years or until the last day of December of the fifth year after the year in which such member first was admitted to practice as a lawyer in any state, whichever is later.")~~
- Pro Bono Public Service Awards: One award given to an individual and one award to a group; open to non-WSBA members.
- Norm Maleng Leadership Award: Open to individuals, groups, and non-WSBA members.
- Sally P. Savage Leadership in Philanthropy Award: Open to individuals, groups, and non-WSBA members.

WASHINGTON STATE
BAR ASSOCIATION

APEX Award Eligibility Criteria

Adoption Date: March 7, 2024.

The APEX Awards are an opportunity for WSBA leaders to honor legal practitioners who embody the highest ideals of service in each respective award category. When soliciting and considering nominations, a top priority is to reflect the full diversity of the legal community across Washington state in terms of geography, practice area and type, and other demographics such as gender, race, age, etc.

Unless otherwise stated, each APEX Award is given to a single WSBA member (any license type). Awards that allow for group (including corporate entities) and/or non-WSBA member nominations as well as awards with specific eligibility requirements are listed below. Honorees may receive one award per lifetime in any single APEX Awards category; the Committee should carefully consider other candidates before awarding another APEX Award, in a different category, to an honoree who as has received an APEX Award in the past five years. To avoid actual or perceived conflicts of interest and uphold the integrity of the awards process, current/seated WSBA staff, Board of Governors members, and Officers are not eligible for APEX Awards.

Specific eligibility:

- Angelo Petruss Award for Lawyers in Government Service: Open to a WSBA member who works in government service, defined as employment with a local, city, county, state, tribal, or federal government entity or agency, including the Attorney General's Office and military branch. Elected officials are not eligible.
- Justice Charles Z. Smith Excellence in Diversity Award: Open to individuals, groups, and non-WSBA members.
- Legal Innovation Award: Open to individuals, groups, and non-WSBA members.
- Lifetime Service Award: Open to non-WSBA members.
- Outstanding Judge Award: Open to current or retired judges, including administrative law judges, hearings officers, and other judicial or quasi-judicial officers.
- Outstanding New Member Award: Open to active lawyers who meet the definition of "new member" in the WSBA Bylaws.
- Pro Bono Public Service Awards: One award given to an individual and one award to a group; open to non-WSBA members.
- Norm Maleng Leadership Award: Open to individuals, groups, and non-WSBA members.
- Sally P. Savage Leadership in Philanthropy Award: Open to individuals, groups, and non-WSBA members.

WASHINGTON STATE
BAR ASSOCIATION

Member Data and Contact Information Policy

Adopted: Aug. 4, 2000. **Amended:** Dec. 6, 2002; Apr. 11, 2003; Dec. 5, 2003; Feb. 27, 2004; July 21, 2006; June 4, 2010; July 23, 2010; Jan. [dd], 2026 (revisions limited to updating Washington New Member Committee name).

This policy lays out WSBA policy for the collection, use, and sale of member information. It has been reconciled to the provisions of the privacy act passed by the Legislature in 2000.

Collection of Identifying Information

As the licensing agent for Washington lawyers, and as required by Admission to Practice Rule 13(b) and (c), the WSBA must have a mailing address and telephone number for each member, and members should advise the WSBA of a business e-mail address if one exists. If a member chooses to provide his/her home address and telephone number as his/her mailing address and telephone number, this information will be a matter of public record. The WSBA collects fax numbers and e-mail addresses that are considered part of the member's contact information, and, as such, are public, except that a member may request that his/her e-mail address not be made public. The WSBA also collects non-public information that is confidential and unaffected by this policy.

Notice of how the information will be treated and disseminated is included on licensing forms used to collect the information.

Public Disclosure of Membership Information

The WSBA will provide the data to the Court, as required by Admission to Practice Rule 13(b) and (c).

The following member data is public record: name, WSBA number, mailing address, telephone, e-mail address (unless the member has requested it not be made public), fax number, membership status (both current and historical), date(s) of admission, and WSBA committee membership. If provided by the member, practice area and languages spoken are also public. This information, except date(s) of admission and historical information about status is published in the *Resources* directory and is on the WSBA website. In addition, this information can be obtained by calling the WSBA office. All other member demographic information maintained by the WSBA is confidential.

Exemptions

A member may request an exemption to this public record requirement, as per WSBA Bylaws, Article XV, Section B.6.a(12). Such an exemption will be granted only for compelling circumstances, such as threats or harassment. To request an exemption, a member must send a written request to the Executive Director specifically stating the compelling reasons for the request. The Executive Director may grant or deny the request at his/her discretion. When a request for exemption has been approved, the member's contact information is confidential. Once each year, members with this exemption must reapply for the exemption in order for their contact information to remain confidential. The WSBA will notify each member who has an approved exemption of the procedures and deadline to reapply; if no response is received, the member's exemption will expire.

The member name, WSBA number, and current status for members with approved exemptions will appear in the *Resources* directory and on the WSBA website. On the website and in *Resources*, the

message "confidential per WSBA Bylaw Article XV, Section B.6.a(12)" will appear in the address field. In addition, name, WSBA number, current status, and the date(s) of admission for members with approved exemptions will be available by calling the WSBA office. Someone needing to contact a member with an exemption may send materials to the WSBA office, and the materials will be forwarded to the member.

The WSBA will report to the Court those members who have approved exemptions.

The Use of Age as a Membership Criterion

Age may be used as a criterion for determining membership status in groups within the WSBA only when used in conjunction with a "years in practice" criterion ~~(as of June 2010, these groups are the Washington Young Lawyers Division [WYLD] and the Senior Lawyers Section)~~.

Dissemination of Member Contact Information

It is the general policy of the WSBA to be restrictive in the distribution or sale of contact information of its members. This policy is intended to balance the member-service aspect of receiving information with the inconvenience of receiving too much information.

Mailing labels or lists of members' names and addresses (whether in electronic or hard-copy format) are covered by this policy. Lists of members' fax numbers, phone numbers, and/or e-mail addresses will not be provided, with three exceptions: (1) public e-mail addresses may be provided to CLE vendors (e-mail addresses of members who have indicated they do not want their e-mail addresses sold will not be provided); (2) public e-mail addresses may be provided to candidates for the Board of Governors or ~~WYLD Board of Trustees~~Washington New Members Committee; and (3) fax numbers, phone numbers, and/or public e-mail addresses may be provided to WSBA sections. The following demographic information that is supplied voluntarily by members: gender, ethnicity, disability, and sexual orientation is kept strictly confidential and is used only in the aggregate for demographic analysis — labels or lists will not be provided sorted by these categories. Labels and lists based on practice area or language spoken will be provided, and the WSBA will include a disclaimer that information has been provided voluntarily by members and is not necessarily up-to-date or complete.

1. The WSBA reserves the right to inspect the actual contents of any proposed mailing prior to providing mailing labels or lists for the purpose of determining the category of user and to apply the terms and prohibitions of this policy.
2. All sales are on a one-time only basis for the requested purpose. Purchasers are not authorized to duplicate, reuse, or re-market WSBA labels or lists, whether in hard-copy or electronic format. If provided in electronic format, data must be destroyed or returned to the WSBA after the one-time use.
3. The request to purchase mailing labels or lists must be in writing, along with a copy of the material to be mailed. A sales agreement must be executed by each purchaser, and by the mailing house, if one is used by the purchaser, prior to delivery of the requested labels or lists.
4. Payment shall be required prior to delivery of requested labels or lists.
5. The WSBA reserves the right to review e-mail address protections of CLE providers to assure adequate safeguards against unauthorized e-mail address “harvesting.”

Categorization of Types of Users

- Official WSBA business: Official mailings generated by the WSBA office or with the approval of the Board of Governors shall be provided mailing labels or lists at no charge, based on the premise that a portion of attorney license fees is attributable to maintaining membership records and mailing costs. This category includes mailings from the Washington State Supreme Court.
- County bar associations within Washington: Mailing labels or lists will be provided to county bar associations of WSBA members in their respective counties at no charge, to further the WSBA's goal of providing support to county bar associations.
- Minority and specialty bar associations within Washington: Mailing labels or lists of WSBA members will be provided to minority and specialty bar associations at no charge, to further the WSBA's goal of providing support to minority and specialty bar associations.
- Candidates for the Board of Governors or ~~WYLD Board of Trustees~~Washington New Members Committee: One set of mailing labels or lists for WSBA members in a governor-candidate's congressional district or a ~~WYLD trustee~~ Washington New Members Committee candidate's district will be provided to each governor or trustee candidate at no charge upon request (additional sets may be purchased).
- WSBA members: Mailing labels or lists for WSBA members may be provided at no charge upon request if for a purpose related to the practice of law. *Example #1*: If a WSBA member wants to send a letter to all other lawyers in his/her city for the purposes of forming a legal-issues discussion group, the WSBA would provide mailing labels or a list. *Example #2*: If a member is changing firms, mailing labels or a list would not be provided (although the member may purchase labels or a list). If mailing labels are ordered, the WSBA may ask the member to pay for the actual cost of the labels.
- Noncommercial mailings by WSBA committees, WSBA sections, and the Washington ~~Young Lawyers Division~~New Members Committee: Mailing labels or lists will be provided to WSBA committees, WSBA sections, and the Washington Y~~oung Lawyers Division~~New Members Committee at no charge.
- Endorsed or sponsored vendors, approved CLE providers, commercial users: Mailing labels or lists will be provided at commercial prices to vendors of products or services endorsed or sponsored by the WSBA, to providers of CLE offerings accredited by the Washington Board of Continuing Legal Education (MCLE Board), and other vendors of law-related products and services approved by the Executive Director. The purpose of selling or providing mailing labels and lists to entities in this category is to inform the membership of products and services related to the practice of law.

The sale of mailing labels and lists for commercial purposes is a discretionary act. All sales of mailing labels or lists in this category must be approved by the Executive Director or his or her designee. The Executive Director is authorized to reject requests for mailing labels or lists related to the sale of products and services that are not directly related to the practice of law or that conflict with the goals and purposes of the WSBA. The Executive Director is also authorized to provide mailing labels or lists to others not specified above.

Mailing labels or lists shall not be provided for:

- Partisan or nonpartisan political mailings at any level except for candidates for judicial office or for the WSBA Board of Governors or for the ~~WYLD Board of Trustees~~Washington New Members Committee.
- Solicitations for contributions by any organization not specifically approved by the Executive Director or the Board of Governors.

The Executive Director shall publish a fee schedule from time to time. The price for contact information for newly admitted members, which is priced higher than that of all members in general, may be waived or reduced for bona fide employers looking for prospective employees or for certain law-related organizations. New admittees are generally members admitted to the WSBA within the last two years.

Member Requests to Limit Mailings or Contact

Unless otherwise arranged, members receive all WSBA mailings, and their contact information is sold or provided in accordance with the policy above.

If a member requests and obtains an exemption to the public records disclosure, the member's contact information is confidential. These members will receive only official WSBA mailings: annual license fee forms, annual sections dues invoices, ballots for elections of the Board of Governors, Bar News, and referendum mailings.

Mail Restrictions: Members whose contact information is not confidential but want to limit the information they receive by mail may select all options that apply:

1. I do not want any CLE information, including CLEs that are section-sponsored.
2. I do not want any CLE information, except for CLEs that are section-sponsored.
3. I do not want my mailing address sold or provided to non-WSBA-sponsored entities.

E-mail Restrictions: Members whose contact information is not confidential but want to limit the information they receive by e-mail may select all options that apply:

1. I do not want my e-mail address sold.
   Note: The WSBA sells e-mail addresses to CLE providers only.
   Note: If you select option #1, you will not receive information about any CLEs, including WSBA and section-sponsored CLEs.
2. I do not want any CLE information except for CLEs that are sponsored by sections to which I belong.
3. I do not want any non-official WSBA or legal-community notices.
4. I do not want my e-mail address published in *Resources* or the online Lawyer Directory.

Exceptions to this policy may be authorized by the Executive Director.

Member Contact Information Form: http://www.wsba.org/lawyers/contactinformationrestrictionsform.pdf

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BAR ASSOCIATION

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2. I do not want any CLE information except for CLEs that are sponsored by sections to which I belong.
3. I do not want any non-official WSBA or legal-community notices.
4. I do not want my e-mail address published in *Resources* or the online Lawyer Directory.

Exceptions to this policy may be authorized by the Executive Director.

_____

Member Contact Information Form: http://www.wsba.org/lawyers/contactinformationrestrictionsform.pdf

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: Katherine Skinner, Law Clerk Program Lead

DATE: December 10, 2025

RE: Suggested Amendments to WSBA Board of Governors Committees and Boards Policy

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Action: Requesting that the Board of Governors amend the WSBA Board of Governors Committees and Boards Policy to increase the number of members of the Law Clerk Board from eleven to thirteen as well as implementing other technical edits.

Background

The WSBA Board of Governors Committees and Boards Policy (Policy), last amended in July 2022, establishes certain requirements for WSBA committees and boards listed in the Policy, including setting the size of the committees and boards.

The Law Clerk Board (Board) is a regulatory body currently composed of eleven lawyers (as provided in the Policy) appointed by the Board of Governors (BOG) to assist the WSBA in overseeing the Law Clerk Program (Program). In addition to meeting bi-monthly and making decisions collectively, Board members also serve as liaisons to individual law clerks and tutors enrolled in the Program. As liaisons, Board members conduct applicant interviews, review monthly exams, and assess the progress of assigned law clerks. They also respond to questions from tutors and clerks, offering guidance on program requirements and performance expectations. Liaisons make recommendations to the Board on petitions submitted by enrolled law clerks, the approval of new law clerks and tutors, and other program-related matters.

Increase Size of Law Clerk Board

The Law Clerk Board is asking the Board of Governors for an additional two board members. The average time commitment for each Board member as a liaison is approximately 8–10 hours per month, with each liaison currently supporting around 13 law clerks. This is in addition to the time a Board member spends with respect to bi-monthly Board meetings and participation in other projects. Enrollment in the Program has consistently grown over the past five years, increasing from just over 100 law clerks enrolled in 2020 at one time to 138 currently enrolled. As a result, the number of law clerks assigned to each Board member (liaison) has increased from around 10 to 13 or 14 due to the Program's growth. The Board discussed this increase and identified the need to expand Board membership to maintain effective oversight. The Board aims to keep the liaison-to-clerk/tutor ratio between 10 and 12 law clerks per liaison.

Expanding the size of the Board will enhance its ability to support law clerk and tutor pairs by reducing the liaison-to-pair ratio. A lower ratio allows each Board liaison to provide more personalized, consistent, and responsive oversight. This structure not only strengthens the overall quality of the Program but also ensures that all law clerks receive the guidance and support necessary to be successful. Distributing responsibilities more evenly will reinforce the program's commitment to fairness, accessibility, and the success of every participant.

Accordingly, the Board requests approval for two additional member positions, amending the size of the Law Clerk Board from 11 lawyers to 13 lawyers in the Policy.

Technical Amendments

The remaining proposed amendments to the Policy consist of technical edits that align with recent updates to the WSBA Bylaws and Admission and Practice Rules, relating to:

1. Washington New Members Committee. The WSBA Bylaws were amended to change the name of the Washington Young Lawyers Committee to be more inclusive of all WSBA members, including lawyers, limited license legal technicians, and limited practice officers;
2. Board of Bar Examiners. APR 2 was amended to permit judicial members to serve on the Board of Bar Examiners, and proposed amendments make clear only lawyers can serve on this Board;
3. Law Clerk Board. APR 2 was amended to permit judicial members to serve on the Law Clerk Board;
4. Membership Requirements in General. The WSBA Bylaws were amended to permit inactive, pro bono, and emeritus members to serve on committees and boards as deemed appropriate by each committee or board;
5. Sunset Committees. The Amicus Curiae Brief Committee and the Continuing Legal Education Committee are officially sunset; and
6. *Washington State Bar News*. Updating the name of the WSBA magazine from *NWLawyer*.

The WSBA acknowledges that other parts of the current policy may no longer reflect current practice or process and plans to conduct a more substantive review of the policy that will take more time. In the meantime, the technical amendments requested here are helpful to the affected boards and committees and associated WSBA staff and are proposed to be made now.

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in the Confidential Materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The proposed increase in the size of the Law Clerk Board from eleven to thirteen members will have a financial impact on both direct and indirect expenses. As highlighted under "Information for Fiscal Analysis," the direct costs associated with reimbursing Board members for travel to attend bi-monthly meetings are estimated at $1,000 for two members. These actual expenses will vary based on members' locations and their attendance frequency at in-person meetings, in line with WSBA's fiscal policy limitations for travel reimbursements. The proposal's impact on indirect expenses mainly pertains to staff time spent drafting the proposal, updating relevant records, and communicating changes to stakeholders. This staff work is included in the current duties of existing WSBA staff and will not require additional personnel or resources from other internal sources.

The FY 2026 budget for the Law Clerk Board shows a net loss of ($25,535), indicating fees won't cover operating costs. Adding two members will slightly increase expenses and the net loss. Despite past budgets predicting losses in 2017, 2018, and 2020, actual net losses haven't occurred since FY 2015. From FY 2016 to FY 2025, the program generated annual net incomes between $11,000 and $85,000.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The purpose of the equity analyses is to understand how entities incorporated an equity lens into proposed action items presented to the Board of Governors. Applying an equity lens includes 1) identifying and centering people and communities most impacted decisions and/or 2) meeting people and communities according to their specific needs to produce fair and equal outcomes for all. Based on our review, there do not appear to be any concerns about inequitable outcomes. The Law Clerk program provides more access to entering the legal profession. By increasing the capacity to support more law clerks, WSBA is advancing Goal #1 in the Equity and Justice Plan – increasing access to the legal profession.

Attachments

Mark Up Version of Proposed Amendments to the WSBA Board of Governors Committees and Boards Policy

WASHINGTON STATE BAR ASSOCIATION

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, Amended July 2022)

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~~ WSBA members 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~~New Members Committee: 18

b) Boards:
- Board of Bar Examiners: 50 lawyers 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: 13~~1~~ 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 or inactive, pro bono, or emeritus as deemed appropriate by the applicable committee or board, 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 New Members Committee must meet the WSBA young lawyer new member 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.); (e) Judicial members may serve on the Board of Bar Examiners (APR 2(a)(1)); and (f) Judicial members may serve on the Law Clerk Board (APR 2(a)(2)). No WSBA staff member will be appointed to serve as a WSBA committee or board member.

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 New Members 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, Chair-elects, 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 New Members Committee has a member position set aside for

leadership described in a separate policy document.

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 (three-term limit)
- Client Protection Board: 3 years, no limit on number of terms (APR 15)
- Washington ~~Young Lawyers~~ New Members 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*~~ *Washington State Bar News* 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; (g) Diversity, Equity and Inclusion Council.

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.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

FROM: Executive Director Terra Nevitt

DATE: December 16, 2026

RE: Executive Director's Report

Washington Supreme Court Lowers Cut Score for Bar Exam

On December 8 the Washington Supreme Court issued an order that established the minimum passing score for the NextGen bar exam at 610, which is the equivalent to the Uniform Bar Exam (UBE) score of 260. The NextGen bar exam will be administered for the first time in Washington in July 2026. In addition, the Court established 260 as the cut score for the UBE for the February 2026 exam. Finally, the Court provided that any examinee from the July 2020 bar exam through the July 2025 exam that received a UBE score of 260-265 may now apply for admission based on that score. We estimate this will impact about 148 people that obtained a qualifying score during that time period and have not been otherwise admitted to practice. We are currently working with the Court to clarify a few details required in order to implement its decision.

Court Adopts Amendments to the Standards for Indigent Defense

On December 15, 2025, the Washington State Supreme Court adopted amendments to the Standards for Indigent Defense under CrR 3.1, CrRLJ 3.1, and JuCR 9.2. These amendments follow and are consistent with the court order issued on June 9, 2025 and clarified on November 6, 2025, which adopted the new caseloads recommended by WSBA with an effective date of January 1, 2026. The June order stated that implementation "must be accomplished as soon as reasonably possible", however it allowed implementation to be phased in, with an annual reduction of at least 10% of the difference between the old standard and the new standard. This created a 10-year implementation window compared to the three-year window established by the WSBA Standards. The clarifying order issued on November 6 further clarified that jurisdictions are not permitted to increase caseload standards, even if they are already ahead of the court's implementation schedule. It also clarified a requirement of a steady yearly decrease in caseloads of no less than 10% of the difference between the current caseload maximum standard and the new caseload maximum standard. Importantly, in the Court's most recent order, adopting the rule amendments, the Court reiterates its expectation that there be an evaluation of progress and the impact of the caseload standards three years after the effective date of the standards (January 1, 2026). The Court directs that Washington State Office of Public Defense conduct that evaluation in collaboration with WSBA.

A reminder that WSBA has published guidance, including an FAQ, to support jurisdictions and public defenders in implementing the WSBA and Court standards.

Speak Up for Justice Washington!

WSBA's Speak Up for Justice Washington! tour kicked off in Everett on December 8 and continues in Richland on December 17. Part of our Rule of Law Ambassador Program, this traveling CLE program is intended to educate legal professionals about growing violence and violent rhetoric against judges. Our first panel was excellent in terms of turnout, content, and response, which further underscores the importance of this topic. As those on the Board Legislative Committee recently heard, the Administrative Office of the Courts (AOC) is requesting extra funding to address a 70% increase in court security threats last year. Hearing federal and local judges speak about their personal experiences facing threats of violence (against their families too) underscores the need for every legal professional to speak up and to speak out to protect the rule of law and independence of the judiciary. We will hit the new year with a full slate of upcoming Speak Up for Justice Washington! events hosted throughout the state by county bars. We welcome your attendance at any and all of these events. You can stay up to date at www.wsba.org/speak-up.

WSBA to Carry on the Legacy of the Washington Institute for Diversity

The Washington Initiative for Diversity (WID) was established in 2008 to ensure that the legal system and its attorney population reflect the diversity of Washington's population. The Initiative brought together representatives from voluntary bar associations and legal employers to collaborate on achieving this goal. WID's signature event was the annual Legal Executives Diversity Summit (LEDS), which has historically brought together an impressive collection of law firm leaders to provide a forum for discussion and learning about how to advance diversity, equity, and inclusion in the legal profession. Earlier this year, WID reached out to WSBA to discuss the possibility of WSBA absorbing this work and on November 19, 2025, the WID Board of Directors voted to dissolve the organization and transfer its work to WSBA. WID played a central role in the efforts to diversify the legal profession for nearly two decades and we are honored that the WID Board sees WSBA as the right entity to carry on their legacy. We are still working on a final agreement with the WID Board and hope to host our first LEDS in 2026.

Attachments

Q3 2025 Discipline Report
FY25 Entity & Section Annual Reports
Member Demographics Report
Litigation Report (confidential)

WASHINGTON STATE
BAR ASSOCIATION
Office of Disciplinary Counsel

MEMO

To: Terra Nevitt, WSBA Executive Director

From: Douglas J. Ende, WSBA Chief Disciplinary Counsel & Director of the Office of Disciplinary Counsel

Date: December 9, 2025

Re: Quarterly Discipline Report, 3rd Quarter (July – September) 2025

A. Introduction

The Washington Supreme Court's exclusive responsibility to administer the systems for discipline of licensed legal professionals (including disability systems) is delegated by court rule to WSBA. See GR 12.2(b)(6). Staff and volunteers carrying out the functions delegated by the Rules for Enforcement of Lawyer Conduct (ELC) act under the Supreme Court's authority. The investigative and prosecutorial function is discharged by the employees in the Office of Disciplinary Counsel (ODC), which is responsible for investigating allegations and evidence of professional misconduct and incapacity and prosecuting violations of the Washington Supreme Court's Rules of Professional Conduct.

The Quarterly Discipline Report provides a periodic, high-level overview of the functioning of the Office of Disciplinary Counsel. The report graphically depicts key discipline-system indicators for the 3rd Quarter 2025. Note that all numbers and statistics herein are considered tentative/approximate. Final figures will be issued in the 2025 Discipline System Annual Report.

B. REMINDER: Limitations on Governor/Officer Involvement in Discipline Matters

By rule, the Supreme Court has expressly restricted the involvement of Governors, Officers, and the Executive Director in investigative, prosecutorial, or adjudicative decisions in the discipline system. The BOG does not have right or responsibility to review or influence decisions or recommendations in individual discipline/disability cases. Rule for Enforcement of Lawyer Conduct (ELC) 2.2(b). Accordingly, the BOG does not adopt disciplinary policies that constrain or alter the discretion of disciplinary counsel or other constituents of the discipline system with respect to the handling of individual matters. Inquiries or complaints about the handling of particular grievances or cases (from licensed legal professionals or grievants) should immediately be referred to the Chief Disciplinary Counsel and/or WSBA General Counsel and should not be responded to directly. Current and former[1] members of the Board of Governors, Executive Directors, and Officers cannot knowingly advise or represent individuals regarding pending or likely disciplinary grievances or proceedings. ELC 2.14.

[1]A limited exception for members with prior experience representing respondents in discipline proceedings was adopted in 2024. See ELC 2.14(d)(2).

C. Summary of Disposition of Formal Matters[2]

Public Dispositions

Disbarments (5):

Matthew Philip Goldman #54657 (*Stipulation*)
Stephen Wray Jackson #49023 (*Stipulation*)
Nathan McAllister #37964
Talwinder L. Singh #56762
Paul Arnold Wallstrom #8605

Suspensions (10):

Alistair Chan #55568 (60 Days) (*Stipulation*)
Thomas Michael Geiger #6885 (30 Days) (*Stipulation*)
Melissa Ann Huelsman #30935 (1 Year) (*Stipulation*)
Sean Patrick Kuhlmeyer #38972 (9 Months) (*Stipulation*)
Daniel Jeffrey McCormick #42986 (9 Months) (*Stipulation*)
Patrick Francis Shearer #38972 (90 Days) (*Stipulation*)
Timothy R South #26267 (1 Year)
Timothy R South #26267 (18 Months)
Jeremiah Spencer Styles #49543 (3 Years) (*Stipulation*)
Philip Saint John Wakefield #22599 (8 Months) (*Stipulation*)

Reprimands (4):

John Phillip Abrams #31068 (*Stipulation*)
Louis Hunter #43818 (*Stipulation*)
Kristopher Delbert Leavitt #54618 (*Stipulation*)
Benjamin Richard Tramposh #61770 (*Stipulation*)

Resignation in Lieu of Discipline (2):

Josephine C. Townsend #31965
Kenneth Richard Zigler Jr. #41723

Reciprocal Discipline (10):

Gary M. Bullock #21367 (Reprimand)
Frederic Ernest Cann #15962 (Reprimand)
John Cochran #38909 (Disbarment)
Paul Heath Hattaway #46853 (60 Day Suspension)
Angus F Ni #53828 (5 Month Suspension)
Roger A. Pearce #21113 (30 Day Suspension)
Robert E. Repp #14504 (Reprimand)
Jeffery P. Thayer #33921 (30 Day Suspension)

[2] Names in red font denote actions occurring in the current reporting quarter.

Lawrence Leroy Taylor #20595 (Reprimand)
Travis Richard Walker #50110 (Admonition)

Admonitions (1):
James Joseph Raffa #20394

Admonitions Issued by RC (2):
Andrekita Silva #17314
Brett Andrews Purtzer #17283

Disability Found (2):
Benjamin Andrew Pepper #49692
Kurt Bradley Peterson #27580

Proceeding Dismissed (1):
Lorraine Lee #20751 (Reciprocal)

Interim Suspensions (11):

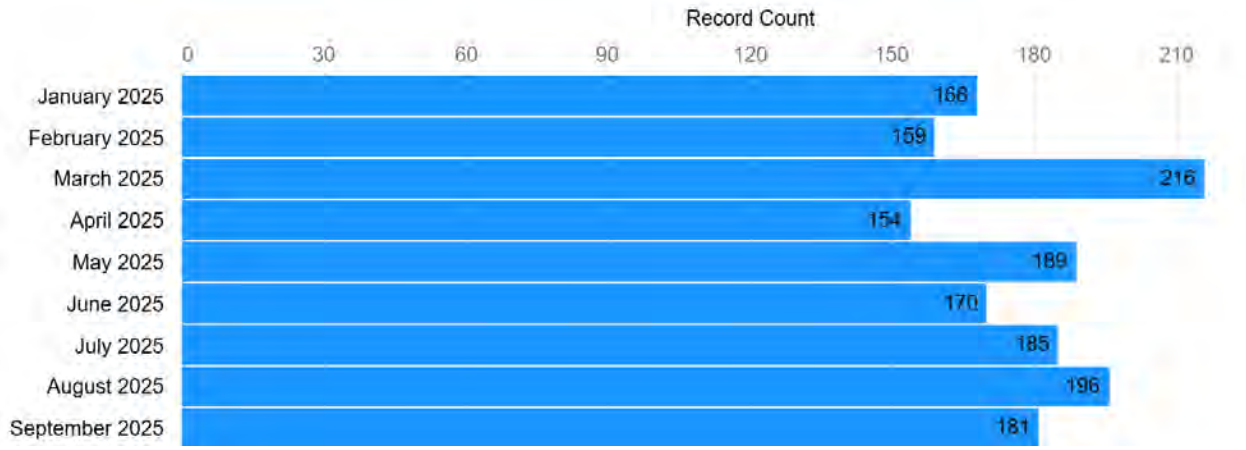
Interim ELC 7.1: Interim Suspension for Conviction of a Crime
Matthew Philip Goldman #54657
Christopher Jason Paul Henry #55445

Interim ELC 7.2: Interim Suspension in Other Circumstances
Ashley Briana Cuber #59370
Mark Ture Elliott #54007
Shakespear N Feyissa #33747
Nichole Danelle Fisher #54253
Joseph W. Kuhlman #42884 (February 2025)
Joseph W. Kuhlman #42884 (August 2025)
Shannon Marie McMinimee #34471
Stephen Kenneth Monro #26075

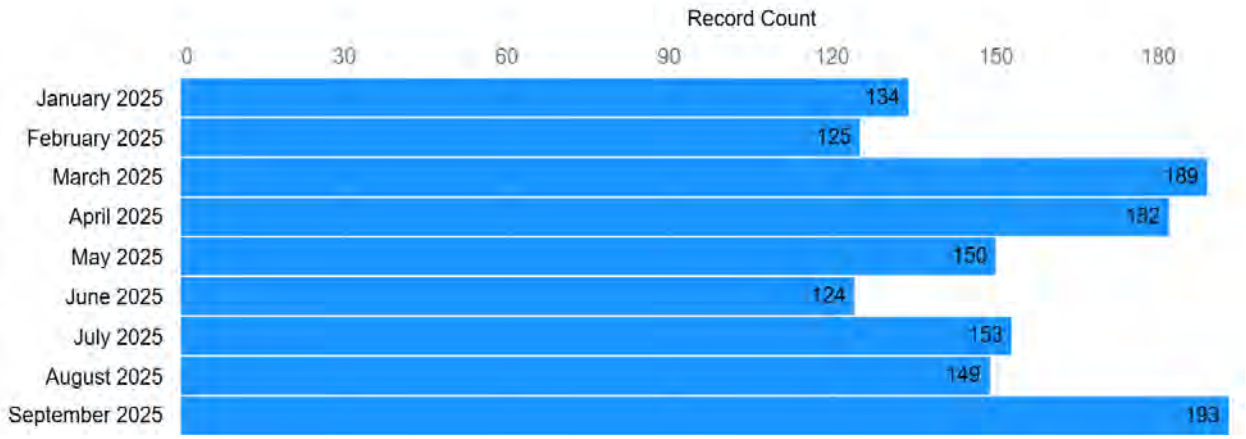
Interim ELC 7.3: Automatic Suspension When Respondent Asserting Incapacity
Andrew Michael Reeves #47116

Grievances and Dispositions[3]

Number of Grievances Received	**2025 YTD: 1,618**
	2024: 1,818



Number of Grievances Resolved	**2025 YTD: 1,399**
	2024: 1,805



[3] These figures may vary from subsequent quarterly reports and statistical summaries owing to limitations on data availability at the time of issuance of these quarterly reports.

Diversion Statistics

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	2025 Total *(to date)*	2024 Total
New Diversion Files	1	0	2		3	9
Completed Diversion Files	1	1	2		4	16
Terminated Diversion Files	0	0	0		0	2

Disciplinary Actions and Statistics

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	2025 Total *(to date)*	2024 Total
Formal Complaints Filed	4	11	6		21	29
Reciprocal Discipline Files Opened	5	3	5		13	12
Stipulations	3	3	8		14	21
Hearings Held[4]	2	2	2		6	8
Currently Open Proceedings[5]	43	50	45			

Matters Acted on by Reviewing Bodies

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	2025 Total *(to date)*	2024 Total
Supreme Court	11	13	11		35	52
Disciplinary Board	9	9	9		27	24
Review Committee	91	114	120		325	453

D. Final Disciplinary Actions

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	2025 Total *(to date)*	2024 Total
Disbarments	2	2	2		6	15
Resignations in Lieu	1	0	1		2	9
Suspensions	3	4	7		14	16
Reprimands	2	3	3		8	11
Admonitions	2	1	1		4	0
Total	10	10	14		34	51

[4] Includes default hearings.

[5] The Currently Open Proceedings numbers reflect the number of proceedings open at the time of the reporting period.

E. Disability Found

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	2025 Total *(to date)*	2024 Total
Disability Found	2	0	1		3	5

F. Discipline Costs Collected[6]

Quarterly Discipline Costs Collected	Total
1st Quarter	$8,518.13
2nd Quarter	$7,105.81
3rd Quarter	$11,751.64
4th Quarter	TBD
2025 Total	**$27,375.58**
2024 Total	**$62,429.12**

[6] The cost figures may vary from amounts indicated in previous quarterly reports, statistical summaries, and annual reports, owing to limitations on the data available at the time of issuance of these quarterly reports and the final cost figures available after WSBA Finance staff closes the monthly books.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

FROM: Paris Eriksen, Manager of Volunteer Engagement

CC: Terra Nevitt, Executive Director

DATE: December 10, 2025

RE: WSBA FY25 Entity Annual Reports and Volunteer Engagement Trend Report

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The Washington State Bar Association is proud to share the contributions of our volunteer community throughout the 2024–2025 year. Across committees, sections, and boards, WSBA volunteers have demonstrated a strong commitment to service, leadership, and justice.

2024-2025 (FY25) Entity Annual Reports

As required by the WSBA Bylaws Article IX.3(b), 'Each Bar entity must submit an annual report to the Executive Director and submit such other reports as requested by the BOG or Executive Director.' The information contained in the reports was submitted by the respective chair and/or staff liaison. Financial information was provided by the Finance Department, and demographic information was compiled using the optional information self-reported by volunteers during the online application process.

Supreme Court Boards (Access to Justice Board, Disciplinary Board, LLLT Board, Limited Practice Board, MCLE Board and Practice of Law Board) provide annual reports to WSBA to support the responsibility under GR 12.3, to provide oversight and monitor compliance with applicable rules and orders. Boards have the option to use the WSBA template or to share their annual reports to the Washington Supreme Court. Some such Board reports are included with supplemental demographic information provided. Other such Board reports will be submitted at another time.

The entity annual reports included following this cover memo are:

Board of Bar Examiners
Character and Fitness Board
Continuing Legal Education Committee
Council on Public Defense
Court Rules and Procedures Committee
Committee on Professional Ethics
Disciplinary Advisory Round Table
Disciplinary Board
Disciplinary Selection Panel
Diversity, Equity and Inclusion Council
Editorial Advisory Committee
Hearing Officer Panel
Judicial Recommendation Committee
Law Clerk Board
Legal Technology Task Force
Legislative Review Committee
Limited License Legal Technician Board
Limited Practice Board
Mandatory Continuing Legal Education Board
Member Engagement Council
Member Well-Being Task Force
Pro Bono and Public Service Committee
Small Town and Rural Council
Washington New Members Committee

Adjunct Disciplinary Counsel Panel, Disciplinary Selection Panel and Hearing Officer Panel are not required to provide annual reports but may do so.

The Section annual reports included following this cover memo are:

Administrative Law Section
Business Law Section
Creditor Debtor Rights Section
Civil Rights Law Section
Construction Law Section
Criminal Law Section
Dispute Resolution Section
Elder Law Section
Environmental and Land Use Law Section
Health Law Section
Indian Law Section
International Practice Section
Intellectual Property Section
Juvenile Law Section
Legal Assistance to Military Personnel Section
Liquor, Cannabis & Psychedelics Law Section
Labor and Employment Law Section
LGBTQ+ Section
Litigation Section
Real Property, Probate and Trust Section
Senior Lawyers Section
Solo and Small Practice Section
Taxation Section
World Peace Through Law Section

Trend Report - Volunteer Engagement Data

The following data offers a meaningful snapshot of who is stepping forward to serve—highlighting trends in volunteer and applicant demographics. Overall, the WSBA volunteer community and applicant pool continue to recover from the impact of the pandemic on volunteerism.

Volunteer Community

The data below provides a snapshot of WSBA's multi-year volunteers serving on boards, committees, councils and section executive committees.

Current Volunteers	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Committees & Boards	351	387	389	364	348	387	398
Sections Executive Committees	404	365	361	343	353	340	347
Total	755	752	750	707	701	727	745

Overall, the total number of volunteers has decreased by 10 over the 7-year period with Committees & Boards experiencing a net increase of 47 volunteers and Section Executive Committees experience a net decrease of 57 volunteers.

Applicants	2019 (FY20)	2020 (FY21)	2021 (FY22)	2022 (FY23)	2023 (FY24)	2024 (FY25)	2025 (FY26)
Committees & Boards	169	178	160	178	203	185	185
Sections Executive Committees	80	105	93	87	110	139	136
Total	249	283	253	265	313	324	321

Overall, the total number of applicants increased by 72 over the 7-year period, with Committees and Boards experiencing a net increase of 16 applicants and Section Executive Committee experiencing a net increase of 56 applicants.

The data from FY19 to FY26 reveals a dynamic landscape in volunteer engagement and applicant interest. The fluctuations illustrate the impact of the pandemic but also suggest a growing enthusiasm for participation despite fluctuations in actual volunteer retention. These trends highlight both the resilience and positive evolution of the WSBA volunteer community.

Portions of this report were drafted using Microsoft CoPilot and edited by Paris Eriksen, Manager of Volunteer Engagement in the Office of the Executive Director.

Attachments:

2024-2025 (FY25) Entity Annual Reports



2025

ACCESS TO JUSTICE

ANNUAL REPORT

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Access to Justice Board
2025 ANNUAL REPORT

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ACCESS TO JUSTICE BOARD
1325 Fourth Avenue, Suite 600
Seattle, WA 98101-2539
Phone: 206-727-8205

http://AllianceForEqualJustice.org

Established by the Supreme Court of Washington
Administered by the Washington State Bar Association

Letter from the Chair

Unity, Solidarity, and Hope: This theme has been threaded through our work this past year. The changing landscape has reinforced a strong commitment throughout the legal community to ensure access to justice for all Washingtonians. Earlier this year we hosted a forum after the Goldmark Luncheon to learn how the undocumented community, trans community, and other advocates are organizing and addressing current challenges. The passion, concern, and call for collaboration and unity were heard loud and clear.

Over the last year the Access to Justice Board embarked on a journey to develop mission, vision and values statements that reflects community and provider input. The mission, vision, and values will guide a new set of strategic priorities over the coming years. We learned through this process that breaking down silos within our collective understanding of structural oppression is necessary if we are to create something that addresses the "why" things are the way they are today — and how we must acknowledge the intersectionality of so many systems that lead to injustice in our courts.





The Delivery Systems Committee (DSCo) has served as a rallying point for the Alliance for Equal Justice by coming together to discuss the issues facing civil legal aid and how best to ensure these critical services remain intact and accessible by communities who need them. They are keeping the State Plan for the Delivery of Civil Legal Services top of mind and finding new ways to implement collective priorities.

The Technology Committee continues to uphold the ATJ Technology Principles to increase access to justice through technology. They are developing an e-learning module to support practitioners in applying the principles to emerging technology, including AI in the courts.

The Pro Bono Council (PBC) and Equal Justice Coalition (EJC) continue to be invaluable partners. The PBC played key roles in developing the

Statewide Legal Advocates Training, carrying out the Dementia Legal Planning Program, and advocating for client data protection. The EJC approached a challenging legislative session while keeping the message clear — civil legal aid funding is critical to access to justice.

Letter from the Chair

In May the Board went "On the Road" to Vancouver, WA, where we met with local community partners. The trip provided a time for the Board to grow together while hearing from people on the ground who are doing the hard work of providing the legal services for their communities. We learned about the challenges organizations are facing across the state and opportunities to improve access to justice.

The Access to Justice Conference was held on September 18-19 in Yakima, WA, and virtually. The theme **Finding Joy in Justice Work: Centering Hope & Community Care** reflects how essential it is that we remind ourselves of the joy inherent in this work, and that hope is one of the most powerful elements of any movement for justice. By uplifting Indigenous approaches to justice that emphasize resilience, healing, and the power of community, we are reminded that it is possible, with hope, love, and unity, to build and bring justice to light for all people.

We have exciting projects over the coming year. A work group of the Board is discussing how to support efforts to improve court efficiencies. The Board is looking closely at its governance structure and is exploring ways to increase the diversity and inclusion of lived experts in decision-making seats. The Board will also be implementing the newly adopted strategic priorities under the leadership of incoming ATJ Board Chair, Michael Chin.

In solidarity,
Esperanza Borboa, Chair



ATJ Board Chair Esperanza Borboa and Vice-Chair Mike Chin open the 2025 ATJ Conference

Strategic Planning



ATJ Board Members and consultants hold a retreat in Vancouver, WA, to discuss strategic planning.

The Access to Justice Board Adopts a Vision, Mission, and Values

In May 2024, the Access to Justice Board partnered with Jennifer M. Werdell Consulting and Majors Leadership Group to engage in a comprehensive process to update the Board's mission, vision, and values, and to develop a robust, multi-year strategic plan. The Board and its Community Advisory Panel (CAP), established initially in 2020 to provide community guidance on the Board's racial equity efforts, met extensively for 12 months. In addition, consultants surveyed and interviewed dozens of invested partners, including past ATJ Board members, current and past ATJ Board Committee members, Alliance for Equal Justice staff and leadership, current and retired judges, social service providers, and community advocates. Participants in this process came from 16 counties across Washington State, and over half have attended Access to Justice Conferences.

The new mission, vision, and values incorporate perspectives from the ATJ Board members, CAP, and partners and community members who participated. As part of the process, participants were asked to share their vision for a future where barriers to justice were removed, and what communities need to truly "access justice." We heard a clear desire for more community-centered solutions and a need to transform the justice system into a vehicle for equity, healing, and empowerment. Participants were also invited to share their views on the ATJ Board's current and potential roles, its draft values, what type of work the Board is best positioned to do, and how the Board could support the work of their organization and community in meaningful ways. Through these conversations, the Board adopted the following mission, vision, and values which builds upon the Supreme Court's enabling order and centers community voices. This process confirmed that the ATJ Board provides several, valuable core leadership, support, and infrastructure functions for the statewide ecosystem of advocates and organizations working to advance equity and justice.

Strategic Planning

VISION

The Access to Justice Board envisions a future where justice is accessible and is achieved through equity, healing, belonging, and community-centered solutions, fostering a society where all can thrive.



MISSION

The Access to Justice Board unites, guides, and advances collective efforts to make "justice for all" an accessible reality for all communities across Washington. As a bridge between systems and communities most harmed by structural oppression, we work to dismantle systemic legal barriers and design solutions for a more fair, inclusive, and equitable future.

Read about the ATJ Board's Core Values on our website: allianceforequaljustice.com/access-to-justice-board



2025 Access to Justice Conference: Finding Joy, Hope, and Community Care

The 2025 Access to Justice Conference was held September 18-19, 2025, at the Yakima Convention and Event Center and online, drawing over 500 participants from across Washington and beyond. This year's theme, **Finding Joy in Justice Work: Centering Hope and Community Care**, invited participants to reimagine justice through Indigenous approaches that emphasize resilience, healing, and the strength of community.

Conference attendees explored a wide range of issues, such as immigrant rights, trauma-informed care, bridging the civil-criminal divide, and innovative service models like community justice workers – and much more. The diversity of topics came together to spotlight what it means to pursue access to justice in a changing world.

We kicked off the conference with drums and traditional dances from the performance group Wild Rose, representing the Confederated Tribes and Bands of the Yakama Nation. Their performance was a powerful reminder that we were on Yakama lands and set the tone for a day rooted in joy and reflection. The opening ceremony also featured a poem from ATJ Community Advisory Panel member Jordan Chaney, who shared moving words on hope, resiliency, and the power of the human spirit.



Dancers (above) and drummers (below) from the Yakama Nation's performance group Wild Rose





Performance from Wenatchee Hight School's award-winning Mariachi Band

ATJ Conference

Over lunch, we welcomed a powerful keynote address by Washington Supreme Court Justice Raquel Montoya-Lewis, who powerfully reflected on decolonizing resilience and survivorship. She reminded attendees that while Indigenous resilience is often praised in legal and social justice space, true justice requires centering Indigenous voices and walking alongside communities in meaningful partnership. Her remarks set a tone of accountability, authenticity, and hope that caried through the two days.

Joy was intentionally infused through the experience. Attendees were treated to performances by the award-winning Wenatchee High School Mariachi band, opportunities to connect informally during breaks and after hours, and pop-up shops to provide creative inspiration during the breaks. These moments of levity and connection underscored the belief that joy and community care are not distractions from justice work but rather are essential to sustaining it.

Accessibility remained central to the planning. About 20% of participants joined virtually, ensuring people could engaged fully from where it suited them best. More than 100 scholarships were awarded to eliminate financial barriers. The team was deeply intentional, onsite and virtually, to ensure that the spaces were designed to welcome all — including fully captioned sessions, expanding the use of Spanish translations of wayfinding and conference resources, and keeping an eye on the user experience in all details. The joy and comradery were felt by all. We made sure to create a space where people had time to connect, renew their spirits, and build new relationships.



ATJ Award recipients and presenters

Access to Justice Award Recipients

The awards ceremony is a highlight of the conference where we honor individuals and organizations whose commitment to access to justice is recognized by their peers and the communities they serve. The Access to Justice Board honored the following individuals and organizations.

- **Erin Lennon**, Norm Maleng Leadership Award
- **Noemi Cagatin-Porter**, Access to Justice Partnership Award
- **RECLAIM**, Access to Justice Community Leadership Award
- **Senator Tina Orwall**, Access to Justice Community Leadership Award
- **Hon. David Keenan**, Access to Justice Judicial Leadership Award
- **Lavender Rights Project**, Access to Justice Advocacy Award
- **Merf Ehman**, Access to Justice Leadership Award

ATJ Conference



Keynote address by Justice Raquel Montoya-Lewis



Presenters leading the session Evolving Relationships: Decolonization, Reparations, and Cross-Cultural Growth



ATJ On the Road: Listening and Learning in Clark County

In May 2025, the Access to Justice Board traveled to Clark County to hear directly from community-based legal and social service providers about the civil legal challenges their communities face. The visit brought together a diverse group of organizations serving immigrants, youth, survivors of violence, people with disabilities, tribal communities, and people experiencing housing instability.

Key barriers emerged across the board: the legal system remains intimidating and difficult to navigate, especially for those without access to technology, transportation, or language support. Filing fees, complex court processes, and limited interpreter availability continue to block access. Immigrant and tribal communities expressed fear of court involvement, while survivors of domestic violence face safety risks when accessing online services. Housing instability and discriminatory practices were also top concerns, with Clark County reporting the highest eviction rates in the state. Participants emphasized the need for **more localized, culturally responsive legal services**, especially in rural areas. Suggestions included rural hiring incentives, pop-up legal clinics, and partnerships with trusted community organizations. Expanding e-filing, simplifying court paperwork, and improving online access were also highlighted as critical steps.

Looking ahead, community leaders called for **innovative legal aid strategies**—from engaging non-lawyer legal professionals to expanding clinic models and creating user-friendly public resources. Continued advocacy for fee waivers and the right to counsel in high-barrier cases remains essential.



The ATJ Board presented the Promoter of Justice Award to the Clark County Volunteer Lawyers Program for their outstanding local leadership

Vancouver Report



The ATJ Board meets with local community providers in Vancouver, WA.

This visit reaffirmed the importance of meeting communities where they are, listening deeply, and co-creating solutions that reflect the lived realities of those most impacted by the civil legal system.



The ATJ Board met with the following organizations

- Clark County Volunteer Lawyers Program
- Northwest Immigrants Rights Project
- Timberland Legal Aid (fka Cowlitz Wahkiakum Legal Aid)
- Northwest Justice Project
- Legal Counsel for Youth and Children
- Immigrant and Refugee Community Organization
- Clark County YWCA
- Sakura 39ers
- Ethnic Support Council
- Peace NW
- Pasitos Gigantes
- Open House Ministries
- Share
- Native American Youth and Family Center
- Council for the Homeless

Delivery System Committee

Delivery System Committee Year in Review

This year, the Delivery Systems Committee (DSCo) focused on strengthening Washington's civil legal aid network by aligning short-term action with long-term strategy. We reviewed the State Plan for the Delivery of Legal Services and reaffirmed race equity as the core of our work, prioritizing three key pillars: equitable intake and navigation, stronger data collection and use, and systemic advocacy rooted in community lawyering.

The committee engaged in statewide civil legal aid delivery coordination, informed the planning for the Statewide Legal Advocates Trainings, uplifted the Equal Justice Coalition's Olympia Lobby Day, and tracked on plans for the new Civil Legal Needs Study. The committee also helped organize a forum following the Goldmark Awards Luncheon in February, which provided an important space for providers and advocates to come together to discuss changing federal policies and their impact on trans, immigrant, and other vulnerable populations. The committee also engaged in the ATJ Board's strategic planning process by sharing their perspectives on the Board's highest and best use.

We continue to explore avenues that can make access to justice a reality, specifically focusing on the community justice worker model. The committee has been engaged in getting updates on WSBA's entity-regulation pilot and meeting with experts on community justice worker models from around the country. The committee is interested in delivery models that meet people where they already seek help and close service gaps in legal deserts.

Community-centered policy work remains a throughline. The RPC 1.8(e) workgroup continues to develop a proposal to allow limited financial assistance to clients, reflecting what low-income litigants need to meaningfully access the courts. In parallel, committee members are working to support efforts to clarify court processes and coordination, including early exploration of court-unification strategies and improved cross-provider inventories.

Across all of this, DSCo emphasizes collaboration — linking statewide strategy with local expertise, elevating immigrant and disability access needs, and building practical infrastructure so communities can find, enter, and move through the civil legal system and seek real justice.



Technology Committee Review

Technology Committee Year in Review

This year, the Technology Committee worked to ensure the ATJ Technology Principles remain a living, guiding framework for how courts and legal aid providers adopt and use technology. Building on feedback from the Washington Supreme Court, the committee explored new ways to educate the judiciary and court staff about the Principles, using emerging tools like AI as examples of how they can be applied. The Principles are designed to stay relevant as technology changes and not tied to any single tool, but to center the critical questions on any technology change, particularly how it impacts the public and people navigating the courts. To advance this, the committee launched an e-learning project to bring the Principles to all levels of the court, with rollout planned for the coming year.

The committee also served as a connector, sharing developments across the justice system such AOC's work on a new self-help platform, efforts to codify electronic signatures, and collaborations with the Practice of Law Board and WSBA Technology Task Force. Engagement with the field remained a priority, including plans for a hands-on booth at the Access to Justice Conference to gather community input on technology needs and barriers that will shape the committee's focus.

The Technology Committee is currently working on goals for 2026, which include continuing to include the ATJ Technology Principles when educating Judges and Court Clerks, and how technology can unify the courts.



Equal Justice Coalition

The Equal Justice Coalition (EJC) is a committee of the ATJ Board that is managed and funded by Legal Foundation of Washington. Its purpose is to advocate for public funding for civil legal aid. Staffed by the Legal Foundation of Washington's Communications and Advocacy Manager, the EJC works with contract lobbyists as well as elected officials, Alliance for Equal Justice partners, and stakeholders.

STATE FUNDING

This year, the Equal Justice Coalition worked alongside the Office of Civil Legal Aid to advocate for increased funding for civil legal aid during the 2025 legislative session. With an increasingly challenging budget deficit at the state level, the EJC worked to build networks, and engage stakeholders statewide in advocating for legal aid funding. The EJC hosted its first Legal Aid Lobby Day in Olympia since the pandemic, hosting more than 30 advocates to meet with legislators in both the House and Senate. With this advocacy and intentional capacity-building, the EJC was able to secure additional funds.

FEDERAL FUNDING

In April, the EJC traveled to Washington D.C. for the annual ABA Lobby Days. This year's advocates included LFW Board of Trustees member Anthony Powers, EJC Chair Bill Pickett, WA Supreme Court Justice Salvador Mungia, WSBA President Sunitha Anjilvel, LFW Executive Director Caitlin Davis, and EJC Director Nadia Goforth.

The EJC met with 11 Congressional offices within the Washington delegation, including meetings with staff and Congresswoman Suzan DelBene, Congressman Dan Newhouse, and Senator Maria Cantwell. The trip serves as an opportunity to solidify and gain support for Legal Services Corporation (LSC) funding.



EQUAL JUSTICE COALITION

Pro Bono Council

The mission of the Statewide Pro Bono Council (PBC) is to further access to justice by supporting and advocating on behalf of the Volunteer Lawyer Programs (VLPs) in Washington State. Over the last year, in addition to regular meetings and activities, PBC was lucky enough to gather in-person around the Goldmark Lunch and the Statewide Legal Advocates Conference to create an important space for mutual support and connection building.

Here are a few PBC highlights from the last year:

Statewide Legal Advocate Training Conference Returns!

After years of hiatus, following an initial postponement due to COVID, the Statewide Legal Advocates Training (SLAT) Conference brought more than 400 legal aid attorneys, staff, and directors together in Tacoma for a three-day

OUR PRO BONO COUNCIL MEMBER ORGANIZATIONS INCLUDE:

- **Benton Franklin Legal Aid**
- **BMAC**
- **Central Washington Legal Aid**
- **Chelan Douglas County Volunteer Attorney Services**
- **Clallam-Jefferson County Pro Bono Lawyers**
- **Clark County Volunteer Lawyers Program**
- **Timberland Legal Aid**
- **ELAP (Eastside Legal Assistance Program)**
- **King County Bar Association Pro Bono Services**
- **Kitsap Legal Aid Services**
- **LAW Advocates**
- **Skagit VLP**
- **Sound Legal Aid**
- **Snohomish County Legal Services**
- **Inland Empire Legal Aid**
- **Tacomaprobono Community Lawyers**

Note: many organizations have had name changes over the last few years



Snohomish County Legal Services LFO Mass Assistance Event

training event. With support from OCLA, Pro Bono Council staff played a central role in designing and executing four tracks of conference programming covering a wide variety of substantive topics. In addition to providing in-person training and the vital opportunity to forge professional connections across the state, we recorded all panels to create durable training materials that will benefit the Alliance long into the future.

Dementia Advanced Legal Planning

Pro Bono Council continued to host the statewide Dementia Legal Planning Program, funded by DSHS and supported by a Fellowship from Equal Justice Works. Though the hard work of program coordinator Jill Miesner and EJW Fellow Laura Hannon, we leveraged volunteers and pro bono attorneys to assist hundreds of people with informational materials and direct services. We also dramatically improved language access for advance legal planning materials by releasing Spanish and Chinese editions of the Dementia Legal Planning Toolkit, and increased dementia awareness and education in the lawyer community with publications like the "Dementia 101" handout.



Timberland Legal Aid outreach table at The Squirrelfest.

Client Data Privacy Work

This year, Pro Bono Council played a leading role in the significant progress of strengthening client confidentiality in response to evolving data risks and WSBA Ethics Opinion 202402. Providers across the state reviewed and



Chelan Douglas Volunteer Attorney Services Executive Director Eloise Barshes stands in front of the new organizational home following a successful capital campaign!



Inland Empire Legal Aid began expanding to the counties surrounding Spokane with library and other community partnerships.



Dementia Legal Planning Program Coordinator Jill Miesner at the Renton Senior Resource Expo.

updated their reporting systems to better protect sensitive information while still meeting funder needs. This collective effort demonstrated a strong commitment to ethical practice, innovation, and client trust. Building on this foundation, providers also began partnering with data privacy experts to assess re-identification risks and design a long-term framework that balances privacy with accountability. These steps reflect the Pro Bono Council's proactive leadership in safeguarding vulnerable communities and ensuring that reporting practices keep pace with both technology and client needs.



Leadership & Acknowledgements

2024-2025 ATJ Board Members

- Crissy Anderson
- Esperanza Borboa, Chair
- Citlalli Briseño
- Michael Chin, Chair-Elect
- Nicholas Larson
- Maya Manus
- Mercedes Riggs
- Yvette Perrantes
- Vanna Sing
- Andrew Yi

Community Advisory Panel Members

- Jordan Chaney
- Carol Caliyah Mitchell
- Marissa Perez
- Yonas Seifu
- Duaa-Rahemaah Hunter

Staff

Diana Singleton
WSBA Chief Equity and Justice Officer

Bonnie M. Sterken
WSBA Equity and Justice Lead

Acknowledgements

The Access to Justice Board would not be able to accomplish its work without the dedication and support of its many committee volunteers. The Board is grateful to the support and guidance of its standing committees over the past year.

Committees and Chairs

Delivery System Committee: Michael Terasaki and Esperanza Borboa
Equal Justice Coalition: Bill Pickett
Pro Bono Council: Jane Pak and Andy Dugan
Rules Committee: Nicholas Larson and Chris Durban
Technology Committee: Maya Manus

We used AI tools to help summarize meeting records and identify key themes for articles in this report. All content was reviewed, edited, and approved by staff and Board members.



Access to Justice Board (ATJ) Board

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	11%
	No	66%
District*	3	11%
	6	11%
	7N	11%
	9	22%
	0	11%
Ethnicity	American Indian	22%
	Asian - East Asian	11%
	Back/African American/African Descent	22%
	Hispanic/Latinx	11%
	Multi Racial/Bi Racial	11%
	White or European Descent	22%
Gender	Female	55%
	Male	33%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	33%
	Heterosexual	55%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Board of Bar Examiners (BOBE)
Chair or Co-Chairs:	Bruce Turcott, Chair; Cathy Helman, Vice Chair
Staff Liaison: *(include name, job title, and department if known)*	Ramana Pendyala, Admissions Manager
Board of Governors Liaison:	Allison Widney

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Board of Bar Examiners (BOBE) has two purposes: it grades the Multistate Essay Examination (MEE) and Multistate Performance Test (MPT) portions of the Uniform Bar Exam (UBE), and it produces the content for the Washington Law Component (WLC) test. The Board has no oversight over LLLT and/or LPO exams. The BOBE's authority stems from the Admission and Practice Rules (APR) adopted by the Washington Supreme Court. APR 2(a)(1), 4(a), 4(d).

Strategy to Fulfill Purpose:

The grading of the MEE and MPT is typically completed over the course of one long weekend (in March and August, respectively, for the winter and summer exams). The winter exam requires a total of 10 examiners, and the summer exam requires a total of 18 examiners. Prior to grading any exams, each examiner must attend the mandatory scheduled NCBE grading workshop, either in person, by teleconference, or by reviewing the conference video. The WLC test is reviewed and updated by members of the BOBE every other year. BOBE leadership, working with bar staff, aims to maintain a sufficient pool of trained bar examiners to fairly and efficiently grade the essay portions of the winter and summer bar exams and update the WLC test to reflect current law.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The BOBE facilitates and ensures accurate grading of the essay portions of the Uniform Bar Exam for the purpose of admission to practice law, to serve the bar, the public, and test takers.

2024-2025 Accomplishments:

BOBE members graded the winter 2025 and summer 2025 exams in person at the WSBA office. Grading was completed accurately and on time for both exams. A total of 1093 exams were graded together for both winter and summer exams. Appointing new members to the Board has been an ongoing process. For FY 2024-25 we had 12 new members appointed to the Board. We have a total of 45 members on the Board currently. We have made progress in recruiting new members who will join the Board starting October 2025 for FY 2025-26.
A total of 6 graders from WA Board of Bar Examiners participated in the pilot testing for NextGen Exam. We appreciate our graders stepping in and helping with pilot testing for NextGen. One of our graders was part of the team that participated in the standard setting exercise for NextGen exam in May 2025 .
The Board was successful in recruiting graders especially members who have in depth knowledge of Indian law. These graders will be of great help reviewing Washington law Component materials.
Washington Law Materials will be reviewed and updated every year by the Board of Bar Examiners.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.

SMART Goals are: Specific, Measurable, Relevant and Time-Bound

1	Training all the Board members to grade NextGen exam July 2026, Encourage Board members to participate in any further pilot testing offered by NCBE for NextGen grading.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	50 max.
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	Appx. 10
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	17
Budgeted Direct Expenses: *As of September 30, 2025.*	$42,500
Total FTE Support:	.11 FTE
Indirect Expenses: *As of September 30, 2025.*	$14,983

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	2%
	No	88%
	Chose Not to Respond	10%
District*	0	13%
	1	6%
	2	6%
	4	2%
	5	19%
	6	13%
	7N	8%
	7S	8%
	8	4%
	9	13%
	Unknown	8%
Ethnicity	Asian – East Asian	4%
	Asian – Southeast Asian	2%
	Black, African American or African Descent	2%
	Hispanic or Latinx	2%
	White or European Descent	81%
	Chose Not to Respond	4%
Gender	Female	55%
	Male	37%
	Chose Not to Respond	8%
Sexual Orientation	Asexual	4%
	Gay, Lesbian, Bisexual, Pansexual, or Queer	4%
	Heterosexual	77%
	Chose Not to Respond	15%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Character and Fitness Board (CFB)
Chair or Co-Chairs:	Gabriel Rothstein
Staff Liaison: *(include name, job title, and department if known)*	Lisa Amatangel, Associate Director (OGC); Emily Crane, Paralegal II (OGC)
Board of Governors Liaison:	Alain Villeneuve

Purpose of Entity:

The Character and Fitness Board (CFB) derives its authority from the Washington Supreme Court under APR 20 - 25.6, most recently amended in 2016. The CFB conducts hearings upon referral from Regulatory Services Counsel to determine: (1) if applicants to take the Bar Examination (or waiving in from another jurisdiction or transferring their UBE score; or members seeking to transfer from inactive to active) have demonstrated current good moral character and fitness to be admitted or re-admitted to the practice of law, or (2) have met the requirements to be reinstated after disbarment.

Strategy to Fulfill Purpose:

Upon referral from Bar Counsel after review of application materials and supplemental information, the CFB conducts hearings, prepares written findings, and makes recommendations to the Washington Supreme Court (who makes the final decisions on all October 1, 2024 – September 30, 2025 (FY25) admission/licensing recommendations). By conducting hearings, observing and questioning witnesses, and reviewing voluminous materials, the CFB assesses the credibility of applicants and witnesses and thus serves as a critical fact-finding body on behalf of the Supreme Court. The CFB meets as frequently as necessary, generally meeting one day a month. Hearings are generally scheduled to last one-half to one day, and the CFB may complete up to two hearings in one meeting.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The public, members of the Bar, and the integrity of the legal profession are directly impacted by the character and fitness of persons admitted to the practice of law in this state. Attempting to ensure applicants are of current good moral character and have the fitness to practice law serves a direct public protection function to the benefit of the public, the members of the Bar, and the legal

profession as a whole. By Court rule, the CFB has three public members. The CFB's public members have an active role in hearings and deliberations and assist with written findings and recommendations. Their input and participation are invaluable.
2024-2025 Accomplishments:
The Board convened for annual orientation and implicit bias training and attended all scheduled hearings (four in this fiscal year).
The Board onboarded three new members to open positions, including one public member.
In general the Board conducts in-person hearings, however the Board is also equipped to incorporate hybrid components and/or fully remote hearings as needed.
The Board onboarded a new Chair and Vice Chair.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*

1	The Board will convene for annual orientation and implicit bias training at the start of this fiscal year.
2	The Board will continue to prepare diligently for hearings and issue thorough and timely recommendations.
3	The Board is engaged in recruiting efforts to fill four open positions.

Please describe how this entity addresses diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*
The CFB's makeup is governed by Court rule (APR 23(a)). The members of the CFB come from each congressional district, a wide variety of practice areas and settings, and a variety of ethnic, racial, gender, sexual orientation, disability, and other diversity factors, and therefore represent broad geographic, practice, and experiential diversity. The Board also includes community representatives, and it can include additional members from each Congressional district (which occurs sometimes in order to include additional members from historically underrepresented backgrounds). The Chair encourages discussion and invites input from all members, and the CFB works cooperatively, even when there are significant disagreements in particular cases; diversity of viewpoints is paramount to the deliberative process.
Please share feedback regarding the support and engagement provided by WSBA. *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA counsel and paralegal have been very professional and responsive to concerns of the Board and ensure that it operates effectively and efficiently. Continued support from WSBA volunteer coordinator and staff is necessary for recruitment.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	13
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	4
Number of Applicants for FY25: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	8
Budgeted Direct Expenses: *As of September 30, 2025.*	$18,000
Total FTE Support:	.45 FTEs
Indirect Expenses: *As of September 30, 2025.*	$88,379

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	No	75%
	Yes	8%
	Chose Not to Respond	17%
District*	0	8%
	2	17%
	3	8%
	4	8%
	5	8%
	6	8%
	7S	17%
	8	8%
	Unknown	17%
Ethnicity	Black/African American/African Descent	8%
	White or European Descent	66%
	Multi Racial or Bi Racial	8%
	Chose Not to Respond	17%

Gender	Female	50%
	Male	33%
	Chose Not to Respond	17%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	17%
	Heterosexual	58%
	Chose Not to Respond	25%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Client Protection Board
Chair or Co-Chairs:	Efrem Krisher
Staff Liaison: *(include name, job title, and department if known)*	Nicole Gustine, Assistant General Counsel, OGC Brenda Jackson, Client Protection Fund Specialist, OGC
Board of Governors Liaison:	Todd Bloom

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Client Protection Board derives its authority from Admission and Practice Rules (APR) 15. The WSBA Board of Governors (BOG) serve as trustees of the Fund, while the CP Board, working with WSBA staff, administers it. The Washington Supreme Court has ordered an annual assessment on all active lawyer and LLLT members, to be held in trust for the purposes of the fund. The CP Board helps relieve or mitigate pecuniary losses sustained by clients by reason of the dishonesty of, or failure to account for money or property entrusted to, their lawyers. The CP Board reviews fund applications investigated by WSBA staff. Under APR 15, a decision by the CP Board to make a payment on an application for $25,000 or less is final; a decision on an application for above $25,000 is a recommendation and must be approved by the BOG.

Strategy to Fulfill Purpose:

The CP Board has a staff specialist and counsel/liaison in the WSBA Office of General Counsel. The CP Board meets four times per year to review applications. In accordance with APR 15, the CP Board provides a detailed report to the BOG and the Washington Supreme Court annually.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The CP Board serves the public and members of the Bar by mitigating the losses of clients deprived of their funds due to the dishonest taking of their lawyer. The CP Board promotes public confidence in the administration of justice and the integrity of the legal profession. Gifts from the Fund to members of the public often have a deep impact on their lives, and their view of the legal profession.

2024-2025 Accomplishments:

Educating WSBA members about the work of CP Board.	
Increasing public awareness of the CP Board.	
Continuing to operate a fiscally responsible fund.	
Continuing to work to decide difficult claims.	
Proposed amendments to APR 15 increasing the initial gift payment to $10,000 and the maximum gift amount to $250,000. These proposals are now awaiting Supreme Court decision.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Continue to operate a fiscally responsible fund.
2	Continue to educate WSBA members about the Client Protection Board.
3	Continue to work to decide difficult claims.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Attract applicants from a diverse array of lawyer and public members for Board positions.
2	Increase public awareness of the Client Protection Board and uses of the fund.
3	Look at amending APR 15 to omit assessment from, and gifts to the clients of, Limited Practice Officers.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
The CP Board prioritizes diversity. The CP Board actively recruits members from varied backgrounds and areas of the state. The CP Board consists of eleven lawyers and two community members. It includes members who work in government, solo practice and in larger firms. The CP Board respects the voices and votes of all members. Each application is discussed extensively before a vote is taken. The Board currently has a diverse membership.	
Please share feedback regarding the support and engagement provided by WSBA. *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	

CP Board applications are prepared by the WSBA analyst who also attends meetings. BOG liaison attends meetings regularly. The BOG can continue to strengthen and support the CP Board by assisting in the promotion of diverse candidates to the CP Board and by maintaining assessments at a level that allows the fund to have a healthy balance so that all eligible gifts can be made.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	13
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	7
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	15
Budgeted Direct Expenses: *As of September 30, 2025.*	$2,000
Total FTE Support:	1.00 FTE
Indirect Expenses: *As of September 30, 2025.*	$143,081

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	No	77%
	Chose Not to Respond	23%
District*	0	8%
	2	8%
	5	16%
	6	8%
	7S	8%
	8	8%
	9	31%
	Unknown	16%
Ethnicity	Asian	8%
	Asian – East Asian	16%
	Hispanic/Latinx	8%
	Multi Racial or Bi Racial	16%

	White or European Descent	38%
	Chose Not to Respond	16%
Gender	Female	46%
	Male	38%
	Chose Not to Respond	16%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	8%
	Heterosexual	61%
	Chose Not to Respond	31%

The Yes/No response for the Sexual Orientation category is data from a previous demographic question 'Do you open identify as a sexual minority to include the following: gay, lesbian, bisexual, transgender?' This question was on the volunteer application when some of the current members submitted their application and therefore, is still included.

WASHINGTON STATE
BAR ASSOCIATION

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FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Committee on Professional Ethics
Chair or Co-Chairs:	Monte Jewell
Staff Liaison: *(include name, job title, and department if known)*	Jeanne Marie Clavere, Senior Professional Responsibility Counsel; Sandra Schilling, Professional Responsibility Counsel
Board of Governors Liaison:	Mary Rathbone

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Committee on Professional Ethics (CPE) prepares advisory opinions addressing recurring or emerging ethics issues facing WSBA members. The advisory opinions cover a broad context and provide in-depth guidance on the Rules of Professional Conduct (RPC) applied to a wide variety of practice areas. The CPE also prepares recommendations for amendments to the RPC and reports to the WSBA Board of Governors when requested regarding stakeholder proposed RPC, CR and GR amendments submitted to the Washington State Supreme Court.

Strategy to Fulfill Purpose:

The Committee on Professional Ethics (CPE) prepares advisory opinions and reviews, drafts, and edits amendments to the to the RPC for submission to the Board of Governors. The work of the CPE is done primarily by subcommittees who research and develop drafts on specific topics and conduct stakeholder outreach. The advisory opinions are provided to the Board of Governors (BOG) for information and posted on the WSBA Advisory Opinion database for the benefit of the membership. The CPE provides reports and recommendations regarding the RPC as requested.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

As a self-governing profession and in our various professional roles, lawyers have special responsibilities for the quality of justice, including improvement of the law and access to the legal system. By practicing ethically, lawyers give assurance that its regulations are legitimately conceived in the public interest and not in furtherance of parochial or self-interested concerns of the bar. Clear interpretation of the Rules of Professional Conduct helps guide lawyers to practice competently, confidentially, and diligently with peers and the public. The CPE is a resource for the

BOG in making proposals for rule amendments that promote access to justice for underserved communities within Washington State.	
2024-2025 Accomplishments:	
Publication of AO 202402 which answered questions surrounding what factors a lawyer should consider when deciding whether or how to report anonymized client data to a funder of legal aid services in a disaggregated format. In considering a request for client data from a funder, the reporting lawyer should not rely solely on anonymization to report client data in a disaggregated format. A WSBA CLE was produced based solely on this AO and over 1200 members attended.	
Publication of AO 202501 which advised on the questions 1. May a lawyer who represents a licensed long-term care facility regarding a petition for appointment of a Certified Professional Guardian ("CPG") or conservator for a resident of the facility disclose information about the resident to the potential CPG or conservator prior to their appointment. 2. After a CPG or conservator is appointed, may the lawyer simultaneously represent both the facility and the CPG or conservator.	
Approved adoption of the ABA amendments to RPC 1.16, submitted to the BOG and approved, and submitted for consideration to the WSSC. Approved and submitted to the BOG for FY 26 an AO on the ethical use of Large Language Model AI. Approved and submitted to the BOG an AO regarding fees and the refund of an advanced fee deposit to adverse parties or to third parties. Approved and submitted to the BOG an AO on purchasing a law firm and use of the prior attorney-owner's name. Approved and submitted to the BOG for FY 26 an AO regarding the ethical implications of fee splitting with a former firm. Approved and submitted to the BOG in FY 26 the ethics on whether a criminal defense attorney needs to have a lawyer-client relationship and informed consent when vacating a drug conviction. Continued stakeholder outreach on an AO re language access in the client-lawyer relationship. Drafted and finalized a collaborative project with the CPE chair entitled the "CPE Style Manual."	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Finalize the CPE work on an advisory opinion on the ethics of public defender caseload limits. Finalize the CPE work on RPC 1.5; 1.15A and 1.16 and subscription fee models.
2	Finalize the CPE work on an advisory opinion on the ethics of RPC 5.5 and "assisting" regarding UPL.
3	Investigate the use and utility of subscribing to ensure permanent internet links for advisory opinions. Review and offer suggested amendments to the CPE Rules of Procedure to create more visibility, strengthen communication, and provide robust ethics resources for LLLTs and LPOs, by ensuring CPE outreach to those WSSC boards.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	See Above: Top Goals and Priorities.

2	Continue to receive and consider requests for advisory opinions from bar members. Handle and respond to requests from the BOG, the ED and other entities requesting review and analysis of proposed RPC amendments.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The committee actively seeks input from interested stakeholders and bar members on proposed rule changes and draft opinions. Each CPE member brings a unique and valuable perspective to the discussions and work of the committee through practice areas and years of experience, professional positions, and geographic diversity. Through its advisory opinions and analyses of the Rules of Professional Conduct, the CPE assists members of all backgrounds in clarifying their ethical duties under the rules, thereby helping them to maintain their practices and thrive in the profession.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The CPE is supported by the WSBA Senior Professional Counsel and the Professional Responsibility Counsel. As staff liaisons, both PRCs advise the committee on policy and procedural issues, participate in discussions as resources to provide additional insights and perspectives, and bring forward ethics topics and issues that are trending with the membership to the committee's attention for possible advisory opinions. Pursuing and researching the ethical implications of LLM AI is an example from FY 25. Both PPCs provide administrative support to the CPE. The BOG liaison provides valuable input from time to time.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	9
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	3
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	10
Budgeted Direct Expenses: *As of September 30, 2025.*	$1,000
Total FTE Support:	.35 FTE
Indirect Expenses:	$44,320

As of September 30, 2025.

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	No	89%
	Chose Not to Respond	11%
District*	0	22%
	5	33%
	6	11%
	7N	11%
	7S	22%
Ethnicity	Asian – East Asian	11%
	Middle Eastern Descent	11%
	White or European Descent	67%
	Chose Not to Respond	11%
Gender	Female	33%
	Male	56%
	Chose Not to Respond	11%
Sexual Orientation	Heterosexual	67%
	Chose Not to Respond	33%

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The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Note: the WSBA CLE Committee was sunset effective November 14, 2025.

Name of Entity:	CLE Committee
Chair or Co-Chairs:	Interim Chair Stephen Weisbord
Staff Liaison:	Shanthi Raghu, Education Programs Manager
Board of Governors Liaison:	Emily Arneson
Purpose of Entity:	
The purpose of the Continuing Legal Education (CLE) Committee was to support the Washington State Bar Association's (WSBA) development of continuing legal educational programming that ensures competent and qualified legal professionals, supports member transitions throughout the life of their practice, and helps to prepare members for the future with skills required for the 21st century practice of law	
Strategy to Fulfill Purpose:	
This year, the CLE Committee officially met once. The Committee operated without an appointed Chair, and under the leadership of the Interim Chair. Subsequent discussions ensued about sunsetting the committee. A memo was prepared and shared with the Governance Committee on this matter. A recommendation to sunset this committee will be considered by the Board of Governors at their November 2025 meeting. Meanwhile, the work of WSBA CLE continues with support from staff and volunteers generally.	
Entity Detail & Demographics Report: ***To Be Completed by WSBA Manager of Volunteer Engagement***	
Size of Entity:	18
Budgeted Direct Expenses:	$200
Total FTE Support:	.10 FTE
Indirect Expenses:	$13,451

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The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Council on Public Defense
Chair or Co-Chairs:	Maialisa Vanyo (Chair), Christopher Swaby (Vice-Chair)
Staff Liaison: *(include name, job title, and department if known)*	Bonnie Sterken, Equity and Justice Lead, OED
Board of Governors Liaison:	Francis Adewale

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Council on Public Defense (CPD) was established in 2004 to implement recommendations of the Washington State Bar Association (WSBA) Blue Ribbon Panel on Criminal Defense for maintaining and improving constitutionally effective public defense services in Washington. The WSBA Board of Governors (BOG), finding that the CPD provided a unique and valuable forum for bringing together representatives across the criminal justice system, subsequently established the CPD.

Strategy to Fulfill Purpose:

The CPD unites members of the public and private defense bar, the bench, elected officials, prosecutors, and the public to address new and recurring issues impacting public defenders, the public defense system and the public that depends upon it. The CPD, after review of its Charter obligations, has recently been working on issues in which it has the expertise to provide assistance to public defenders, including addressing the impact of Covid-19 on public defense delivery and workloads, revising the Standards for Indigent Defense to address workload limits, and race equity within the CPD and in public defense statewide.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The Council on Public Defense serves the public and champions justice. Our efforts raise the standards for public defense Statewide.

2024-2025 Accomplishments:

Actively supported the Office of Public Defense (OPD)'s budget requests throughout the year.

Made significant strides in shaping and advocating for the implementation of updated public defense standards: Engaged in extensive discussions on timelines and case weighting (Appendix B); submitted recommendations to the WSBA Board of Governors and the Court; and coordinated with stakeholders and responded to Court feedback on implementation timelines.	
Addressed workforce challenges in public defense, such as hosting a panel and networking event for law school students to learn about a career in public defense	
Brought in experts and subject matter specialists to learn about various aspects of the public defense system, including Idaho's structure, Montana's case management, and insights from the Public Defenseless podcast. Heard from investigators and social workers about how their roles intersect with public defense and the needs of support staff. This learning has informed and strengthened the Council's work.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Conduct public outreach and education about the value of public defense, spotlight Public Defense Day in March, and celebrate the anniversary of the Gideon decision.
2	Reinvigorate efforts in the CPD's Race Equity Committee, building from a recent report to address issues of equity and justice in the public defense system and within the Council's activities.
3	Hold a strategic planning retreat to reaffirm and refine the CPD's goals and objectives in the coming years.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Support efforts to secure adequate levels of public defense funding, in collaboration with the Office of Public Defense, particularly considering implementation of the revised Standards for Indigent Defense and increased workload standards.
2	Continue identifying solutions to improve the recruitment and retention of public defense professionals.
3	Continue to uphold the Standards for Indigent Defense, serving as subject matter experts and leading awareness of improvements to industry standards.
Please describe how this entity addresses diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
The CPD is exploring DEI in recruitment practices, reviewing the Race Equity report to identify actionable steps, and seeking collaboration with the DEI Council to strengthen its efforts.	

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The CPD feels well supported by WSBA staff, especially in meeting planning, agenda development, speaker coordination, and logistics. Cate Shur has been instrumental in strengthening the connection between the CPD and the BOG, and Francis Adewale provided valuable support as the BOG liaison this past year. The CPD also looks forward to expanding travel opportunities, particularly to Eastern and Central Washington, to build strong engagement and collaboration among members and partners.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	23
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	6
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	9
Budgeted Direct Expenses: *As of September 30, 2025.*	$4,000
Total FTE Support:	.17 FTE
Indirect Expenses: *As of September 30, 2025.*	$26,206

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	4%
	No	31%
	Chose Not to Respond	65%
District*	2	11%
	3	8%
	5	19%
	6	4%

	7N	8%
	7S	19%
	8	4%
	9	4%
	Unknown	23%
Ethnicity	Black, African American or African Descent	8%
	Hispanic or Latinx	4%
	Multi Racial or Bi Racial	4%
	White or European Descent	15%
	Chose Not to Respond	69%
Gender	Female	15%
	Male	19%
	Chose Not to Respond	65%
Sexual Orientation	Heterosexual	31%
	No	4%
	Chose Not to Respond	65%

The Yes/No response for the Sexual Orientation category is data from a previous demographic question 'Do you open identify as a sexual minority to include the following: gay, lesbian, bisexual, transgender?' This question was on the volunteer application when some of the current members submitted their application and therefore, is still included.

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FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Court Rules and Procedures Committee
Chair or Co-Chairs:	Michael Chait
Staff Liaison: *(include name, job title, and department if known)*	Nicole Gustine, Assistant General Counsel, OGC; Emily Crane, Paralegal II, OGC
Board of Governors Liaison:	Parvin Price

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Court Rules and Procedure Committee (Committee) studies and develops suggested amendments to designated sets of Washington court rules on a regular cycle of review established by the Washington State Supreme Court. It occasionally responds to requests for comment from the Supreme Court on proposals developed by others. The Committee performs the rules-study function outlined in General Rule 9 and reports its recommendations to the BOG.

Strategy to Fulfill Purpose:

The Committee consists of several subcommittees that review the court rules and obtain input from stakeholders as to possible amendments. Evolution in case law, changes in statutes, or other new developments since last amendment drive amendments to rules. The subcommittees vet, draft, and discuss proposed amendments and submit them to the full Committee for discussion and approval. Proposed amendments approved by the Committee are forwarded to the BOG for approval. If the BOG approves, the proposed amendments are forwarded to the Supreme Court in accordance with General Rule 9.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The legal profession and the public depend on a legal system which is accessible, and which renders consistent and just results. Such a system requires court rules which are clearly understandable, internally consistent, and which function as their drafters intended. The Committee ensures our court rules are clear, consistent, and functioning through periodic review of standing rules, and review of proposed rules as directed by the BOG.

2024-2025 Accomplishments:

The committee continues to carefully vet new proposals. In 2024-2025, the Committee reviewed the Rules of Appellate Procedure and the Rules for Appeal from Decisions of Courts of Limited Jurisdiction.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.

SMART Goals are: Specific, Measurable, Relevant and Time-Bound

1	The Committee will review the Criminal Rules for Superior Courts and the Criminal Rules for Courts of Limited Jurisdiction
2	The Committee will continue carry-over work from the prior fiscal year regarding proposals related to the Rules of Appellate Procedure and the Rules for Appeal from Decisions of Courts of Limited Jurisdiction.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	Increased engagement and attendance among committee members.
2	Increased recruiting and volunteer applications for open committee positions.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The Committee is cognizant of diversity in selecting its members. Diversity is an important factor in recruitment and consideration of applicants. The Committee seeks input from a wide variety of stakeholders before finalizing proposals, including reaching out to several minority bar associations. The Committee also reaches out to organizations that represent minority viewpoints that might not normally be aware of the Committee's work. During the application period, the chair reached out to the leadership of several specialty and minority bar associations to encourage their membership to apply to be on the Committee. The Committee is composed of members with a wide range of backgrounds, experiences, and identities. The chair has attempted to spread subcommittee chair assignments across the state to ensure broad, geographic representation.

Please share feedback regarding the support and engagement provided by WSBA.
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Committee enjoys good working relationships with both WSBA staff and the BOG, which has been responsive in taking up matters sent to it by the Committee, and in referring matters to the Committee for consideration. As proponents of changes to the court rules increasingly present those proposals directly to the Washington State Supreme Court, the Committee has increasingly looked to the BOG for direction to consider such proposals.

Entity Detail & Demographics Report: *To Be Completed by WSBA Manager of Volunteer Engagement*	
Size of Entity: *(Include voting and non-voting members)*	28
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	21
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	28
Budgeted Direct Expenses: *As of September 30, 2025.*	$1,000
Total FTE Support:	.10 FTE
Indirect Expenses: *As of September 30, 2025.*	$15,118

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	15%
	No	66%
	Chose Not to Respond	19%
District*	0	9%
	1	5%
	2	9%
	4	5%
	5	5%
	6	9%
	7N	28%
	7S	15%
	8	9%
	9	5%
Ethnicity	Asian – East Asian	5%
	White or European Descent	71%
	Chose Not to Respond	24%
Gender	Female	29%
	Male	52%
	Chose Not to Respond	19%

Sexual Orientation	Asexual	5%
	Heterosexual	57%
	Chose Not to Respond	38%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Disciplinary Advisory Round Table
Chair or Co-Chairs:	Honorable Mary I. Yu
Staff Liaison: *(include name, job title, and department if known)*	Darlene Neumann, Paralegal III, Office of General Counsel
Board of Governors Liaison:	Mary Rathbone

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The duties and responsibilities of the Disciplinary Advisory Round Table (DART) are as follows: The DART acts as a forum for the identification and discussion of issues and concerns relating to the lawyer, LLLT and LPO disciplinary systems in Washington; the DART may make recommendations for change to discipline-system rules and procedures; the DART shall provide an annual report to the Supreme Court and the WSBA Board of Governors addressing how it has performed the duties and responsibilities set forth in this Charter and, as appropriate, outlining its future work plans; the DART has no independent decision-making authority or regulatory authority.

Strategy to Fulfill Purpose:

The DART meets on an ad hoc basis whenever issues or concerns related to the discipline system are identified. From its discussions, the DART may make recommendations for change to the rules or procedures of the discipline system.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

With its roster of key stakeholders and others, DART is able to consider issues at a high level, resulting in greater awareness of those issues, which may lead to changes in the discipline system, thereby serving to ensure the integrity of the legal profession, the bar members, and the public.

2024-2025 Accomplishments:

As noted under Strategy, DART meets on an ad hoc basis whenever an issue or concern regarding the discipline system is brought to DART. There were no significant issues this year to convene a meeting of DART.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	None at this time.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	None at this time.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
Unlike other committees, DART's membership is dictated by its charter which specifies 14 distinct member types. Given the relatively few positions where we can have an impact, we have tried to address diversity, equity, and inclusion. The current committee is fifty-percent women and twenty-one percent minority, and there is a range of backgrounds and experience among stakeholders and non-stakeholders.	
Please share feedback regarding the support and engagement provided by WSBA. *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
Not applicable since the committee did not meet this year.	
Entity Detail & Demographics Report: ***To Be Completed by WSBA Manager of Volunteer Engagement***	
Size of Entity: *(Include voting and non-voting members)*	8
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	5
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	7
Budgeted Direct Expenses: *As of September 30, 2025.*	$0
Total FTE Support:	0.5 FTE

Indirect Expenses: *As of September 30, 2025.*	$6,596

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	17%
	No	66%
	Chose Not to Respond	17%
District*	0	33%
	7N	17%
	7S	33%
	9	17%
Ethnicity	Asian – East Asian	17%
	White or European Descent	66%
	Chose Not to Respond	17%
Gender	Female	50%
	Male	33%
	Chose Not to Respond	17%
Sexual Orientation	Heterosexual	83%
	Chose Not to Respond	17%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Disciplinary Board
Chair or Co-Chairs:	Deborah A Severson, Chair, Keith Evan Cohon, Vice Chair
Staff Liaison: *(include name, job title, and department if known)*	Szilvia Szilágyi, Assistant General Counsel II, OGC Allison Sato, Discipline System Analyst, Clerk to the Disciplinary Board, OGC
Board of Governors Liaison:	Not applicable.

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Disciplinary Board (DB) derives its authority from the Washington Supreme Court (see ELC 2.3). The DB performs an essential role in the disciplinary and regulation process by: (1) serving as an intermediate appellate body for contested disciplinary and disability matters; (2) approving, conditionally approving or rejecting stipulations negotiated by the Office of Disciplinary Counsel (ODC) and respondents; and (3) through its review committees, acting on requests from the ODC to order matters to hearing, and on requests from grievants for review of matters that ODC has dismissed.

Strategy to Fulfill Purpose:

The DB is made up of the Chair and Vice Chair, plus 12 members composing four review committees, one of which meets every three weeks. The DB meets six times each year as a full board. At these meetings, the DB reviews hearing officer recommendations for suspension and disbarment when a timely request for review is filed (or when the Board orders Sua Sponte review) and automatically reviews stipulations for suspension or disbarment. The DB issues a written recommendation to the Supreme Court on contested matters. The DB holds oral arguments in some cases, which are open to the public. The four review committees meet to review requests for hearings and grievant requests for review from dismissals (among several other matters per the ELCs). The review committees' work is confidential and not open to the public.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The DB serves important functions in the disciplinary process and protects the public by upholding professionalism and ethical conduct among legal practitioners.

2024-2025 Accomplishments:

Between October 1, 2024 and September 30, 2025, the Board decided on 16 stipulations, 4 Sua Sponte review considerations, 2 appeals of the Hearing Officer's recommendations (and held public oral arguments in both cases), and 1 disability inactive recommendation.

Between October 1, 2024 and September 30, 2025, the four review committees of the Disciplinary Board met 16 times and reviewed 60 hearing recommendations, 3 admonition recommendations, 1 deferral and withhold response protest, 6 deferral protests, 13 withhold response protests, 5 dismissal protest timeliness disputes, and 319 dismissal protests; altogether 407 cases.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.

SMART Goals are: Specific, Measurable, Relevant and Time-Bound

1	The DB's work is determined by Court Rule (Rules for Enforcement of Lawyer Conduct). The goal is to continue to perform high quality work in a timely manner in accordance with Court Rules.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	The DB's work is determined by Court Rule (Rules for Enforcement of Lawyer Conduct). The goal is to continue to perform high quality work in a timely manner in accordance with Court Rules.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The Disciplinary Selection Panel (DSP), which is a separate entity from the DB, makes nominations to the BOG for members to serve on the DB. Under ELC 2.2(f), the DSP considers diversity in gender, ethnicity, disability status, sexual orientation, geography, area of practice, and practice experience. The DB seeks input from all its members, who must vote on each order and decision in matters involving the full Board. The DB has four public members, who each provide different perspectives. One public member serves on each review committee. By court rule, the DB has ten lawyer members and four community representative members. The current DB includes members who self-identify as belonging to different races/ethnicities. The DSP interviews prospective members and makes nominations to the BOG. As noted above, ELC 2.2(f) states that in making selections, the DSP and the BOG consider diversity. The DB provides leadership opportunities for interested Board members to serve, as Chair or Vice-Chair of the full Board, or as chairs of each of the four review committees.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Per ELC 2.2(b) the Board of Governors have no right or responsibility to review hearing officer, review committee, or DB decisions or recommendations in specific cases. The DB welcomes BOG support in the form of recruitment of eligible lawyer and public members from diverse backgrounds.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	14
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	7
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	10
Budgeted Direct Expenses: *As of September 30, 2025.*	$5,000
Total FTE Support:	.95 FTE
Indirect Expenses: *As of September 30, 2025.*	$156,143

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	No	50%
	Chose Not to Respond	50%
District*	0	7%
	3	7%
	4	14%
	5	7%
	7N	14%
	7S	7%
	9	7%
	Unknown	36%
Ethnicity	American Indian	7%
	Asian – East Asian	7%
	Middle Eastern Descent	7%
	Other	7%
	White or European Descent	43%

	Chose Not to Respond	29%
Gender	Female	50%
	Male	21%
	Chose Not to Respond	29%
Sexual Orientation	Heterosexual	36%
	Chose Not to Respond	64%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Disciplinary Selection Panel
Chair or Co-Chairs:	Jordan Couch
Staff Liaison: *(include name, job title, and department if known)*	Nina Crosby, Assistant General Counsel, OGC
Board of Governors Liaison:	NA

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

ELC 2.2(e): "The Disciplinary Selection Panel makes recommendations to the Board of Governors for appointment, reappointment, and removal of Disciplinary Board members, hearing officers, chief hearing officer, and Conflicts Review Officers."

Strategy to Fulfill Purpose:

The Disciplinary Selection Panel (DSP) members review application materials, resumes and writing samples for each candidate and may, in their discretion, conduct phone interviews with candidates when more information is needed. The DSP members also have access to confidential disciplinary information and may invite members from the Office of Disciplinary Counsel, Respondents' counsel, and/or the Chief Hearing Officer to provide input on applicants. The DSP members meet and discuss each candidate before making recommendations to the WSBA Board of Governors Nominations Committee.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The DSP plays a vital role in furthering the WSBA's mission as a fair and effective discipline system is essential to maintaining public trust, ensuring integrity in the legal profession, as well as serving WSBA members. Because the discipline system relies heavily on the service of volunteers, the careful and thoughtful review and recommendations of these individuals is critical to furthering the WSBA's mission.

2024-2025 Accomplishments:

Reviewed and discussed 19 volunteer applications and successfully appointed 14 positions (1 Disciplinary Board Chair and Vice Chair; 4 Disciplinary Board lawyer members; 3 Disciplinary board public members; 1 Chief Hearing Officer; 3 Hearing Officer reappointments; 1 new Hearing Officer appointment).

Please describe how this entity addresses diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The DSP considers diversity in gender, ethnicity, disability status, sexual orientation, geography, area of practice, and practice experience when making appointments, as per ELC 2.2(f).

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	At least 3
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	At least 3
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	11

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	No	20%
	Chose Not to Respond	80%
District*	2	20%
	7N	20%
	7S	20%
	9	40%
Ethnicity	White or European Descent	20%
	Chose Not to Respond	80%
Gender	Female	20%
	Chose Not to Respond	80%
Sexual Orientation	Heterosexual	20%
	Chose Not to Respond	80%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Diversity, Equity and Inclusion Council
Co-Chairs:	Raina Wagner and Governor Nam Nguyen
Staff Liaisons: *(include name, job title, and department if known)*	Diana Singleton, Chief Equity and Justice Officer (OED) and Saleena Salango, Equity and Justice Lead (OED)
Board of Governors Liaison:	N/A because there are four BOG members seats on the Council.

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The purpose of the Diversity Equity and Inclusion (DEI) Council is to advance diversity, equity, and inclusion in the legal profession and legal system and address the problems of bias, systemic inequities and under-representation in the legal profession.

Strategy to Fulfill Purpose:

The DEI Council fulfills this purpose through supporting programs and systemic efforts to reduce disparities in the legal profession and promote diversity and inclusion through convenings and events; working with the Equity and Justice Team to develop DEI educational content and programs; collaborating with affinity bar associations; promoting leadership opportunities in WSBA governance; and advising the BOG on DEI issues in alignment with GR 12 and the BOG's Strategic Plan.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The DEI Council promotes all parts of the WSBA's mission: 1) We serve the public by promoting a diverse legal profession that is well-equipped to serve clients; 2) We serve the members through program and initiatives designed to improve belonging of all legal professionals, and particularly for those from marginalized and underrepresented communities; 3) We ensure integrity of the profession by working to increase meaningful access to legal services and the ethical equitable delivery of legal services; and 4) We champion justice by making strides towards a robust, inclusive and thriving profession that serves the public and improves the legal system.

2024-2025 Accomplishments:

Completed the 2024 Membership Demographic Study with KGR+C Consulting, providing insights into the composition and workplace experiences of WSBA members.	
Finalized the Equity and Justice Action Plan, informed by the 2024 Membership Demographic Study and broad stakeholder input, was unanimously approved by the Board of Governors in 2025.	
Conducted the At-Large Governor vetting process in January (for a special election) and April. After interviews and review of application materials, the Council forwarded recommendations in alignment with WSBA Bylaw VI(C)(3)(a).	
Continued relationship-building with affinity bar associations through a dinner/listening session to inform the draft Equity and Justice Plan, attendance at their events and galas, and helping to facilitate opportunities to highlight affinity bars in the Bar News magazine.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Implement the 2025 Equity & Justice Plan
2	Articulate the value and identify strategies for engaging with public (and defining the public)
3	Establishment of Pathways to the Profession structure (biannual Summit, continued engagement with students and establish Council as a statewide resource for groups/programs working to diversify the profession and improve access to justice)
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Improve connectivity and communication with Affinity Bar Associations, Board of Governors, and members of the Bar as a whole
2	Foster belonging and inclusion among Council members
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
The overall mission and projects our Council undertakes focuses on increasing diversity, equity, and inclusion in the profession overall. Internally, our Council promotes a culture of inclusion through setting aside time for relationship-building, returning to shared values and strengths, and encouraging members to share perspectives. One area our Council could consider improving is in member engagement and equitable decision-making, where we acknowledge, grapple with, and center unequal power dynamics in decision-making authority and influence of members within our own Council. For example, recognizing dynamics between BOG and non-BOG members, public vs. legal professional members, and the identities/experiences of members and how they may contribute to differences in	

experience on the Council, particularly feelings of belonging. We aim to work towards this as one of our goals for this year.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The quality of the WSBA staff support -- provided by Chief Equity and Justice Officer Diana Singleton and current Equity & Justice Team members Saleena Salango and Andrea Agrella Clemente -- has been excellent. The members of the Team go out of their way to help the Council volunteers advance their projects and the mission of the Council. None of the Council's achievements during the last year would have been attainable without Diana, Saleena, and Andrea. In particular, the Council is relying on the EJT to guide plan implementation in FY25 and into FY26. Looking into the new fiscal year, it would be great if the Team could iron out some technical issues with meeting invites, Zoom/Teams links, and access to the Council's shared documents. These minor issues are sometimes the only hiccups in otherwise smooth-sailing meetings and projects.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	18
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	9
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	15
Budgeted Direct Expenses: *As of September 30, 2025.*	$49,000
Total FTE Support:	.70 FTE
Indirect Expenses: *As of September 30, 2025.*	$131,048

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	27%
	No	46%
	Chose Not to Respond	27%

District*	0	6%
	1	6%
	2	6%
	4	6%
	7N	13%
	7S	13%
	8	6%
	9	13%
	Unknown	27%
Ethnicity	American Indian	13%
	Asian – Southeast Asian	6%
	Black, African American/African Descent	27%
	Middle Eastern Descent	6%
	Multi Racial or Bi Racial	6%
	White or European Descent	13%
	Chose Not to Respond	20%
Gender	Female	57%
	Male	20%
	Non-Binary	6%
	Chose Not to Respond	20%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	20%
	Heterosexual	62%
	Chose Not to Respond	20%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Editorial Advisory Committee
Chair or Co-Chairs:	Benjamin Gould
Staff Liaison: *(include name, job title, and department if known)*	Kirsten Lacko, Bar News Editor
Board of Governors Liaison:	Kristina Larry

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Editorial Advisory Committee (EAC) derives its authority from the WSBA Bylaws. Members of the Editorial Advisory Committee work with the editor and WSBA staff overseeing publication of the WSBA's official magazine, Washington State Bar News. This may include establishing guidelines and editorial policy, maintaining an editorial calendar, writing articles, securing content, identifying topics and issues relevant to members, identifying authors for content, reviewing articles, and advising on issues related to content. The magazine's mission statement is: Washington State Bar News will inform, educate, engage, and inspire by offering a forum for members of the legal community to connect and to enrich their careers. Much of the EAC's work is carried out during monthly meetings that members are asked to attend, making those meetings crucial to participation. Members also engage between meetings by reviewing upcoming issues and contributing and following up on developing story ideas by writing and/or recruiting authors.

Strategy to Fulfill Purpose:

EAC members consult with WSBA staff regarding content selection, recruiting of authors or writing articles themselves, and providing suggestions for feature stories and columns that will provide readers with information about other Bar members and their practices, current events and trends of interest to the legal community, career advice and other practice-oriented topics, programs and services provided to members by the WSBA, and the work of the Board of Governors to enter text.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The EAC helps to make a magazine that educates legal professionals about important topics such as ethics, practice management, pro bono opportunities, case updates, diversity, equity, and

inclusion, and other significant news, thereby helping to ensure the competency and integrity of the legal profession on behalf of the public and furthering the mission of the WSBA.	
2024-2025 Accomplishments:	
EAC members wrote, recruited authors to write, and/or helped to develop several articles for Bar News this year, on significant topics including insurance coverage for alleged violations of Washington's new wage transparency statute, artificial intelligence and the practice of law, an interview with Washington Supreme Court Justice Salvador Mungia, and updates from the newest edition of The Bluebook.	
EAC members helped to review article submissions and letters to the editor and provided valuable feedback to WSBA staff on the relevance and timeliness of content received. Members also reviewed every issue of the magazine and offered feedback on content and design elements.	
EAC members engaged in lengthy discussions about the Bar News letters to the editor policy and ultimately voted to approve an updated policy in September 2025.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Have each member of the committee write or recruit an author to write at least one article in the coming year.
2	Create at least one themed issue with the help of committee members.
3	Have the committee review at least one pitch or article submission per meeting.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Continue to work to include voices from diverse backgrounds and areas of practice, with a variety of views and perspectives.
2	Continue to create opportunities for the magazine (within the parameters of GR 12.2) to be a civil, thought-provoking forum for dialogue among members about current issues relating to the legal system and access to and administration of justice.
3	Continue to increase reader interest and engagement/response with timely, relevant, practical, and interesting articles. Continue to increase readership of the Bar News website (https://wabarnews.org/).
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	

There is diversity in background, years in practice, areas of practice, and perspectives among the EAC members who weigh in on story ideas, unsolicited submissions, and policy decisions. During meetings, we assign issue review to a different person each month to make sure everyone has an opportunity to share their thoughts. We are also in regular dialogue with the WSBA Equity and Justice Team regarding language and images used in the magazine. The WSBA Equity and Justice Team also reviews the Bar News editorial calendar and every issue of the magazine and provides feedback and suggestions.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The EAC works closely with WSBA staff—the staff liaison as well as the entire magazine team. The magazine team attends every monthly meeting, and the staff liaison prepares the agendas and works with the chair to finalize them. The Board liaison also attended several monthly committee meetings.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	14
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	10
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	8
Budgeted Direct Expenses: *As of September 30, 2025.*	$300
Total FTE Support:	.12 FTE
Indirect Expenses: *As of September 30, 2025.*	$15,940

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	11%
	No	77%
	Chose Not to Respond	11%

District*	6	11%
	7N	11%
	7S	11%
	8	33%
	9	33%
Ethnicity	White or European Descent	77%
	Chose Not to Respond	22%
Gender	Female	55%
	Male	33%
	Chose Not to Respond	11%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	22%
	Heterosexual	55%
	Chose Not to Respond	22%

WASHINGTON STATE BAR ASSOCIATION

TO: Terra Nevitt, Executive Director

FROM: Kevin Plachy, Director of Advancement
Julianne Unite, Member Services and Engagement Manager
Carolyn MacGregor, Sections Program Specialist
Noah Baetge, Sections Program Coordinator
Vanessa Sweeney, Member Services and Engagement Program Coordinator

RE: WSBA Sections 2025 Annual Summary Memo & Section Annual Reports

DATE: December 9, 2025

Washington State Bar Association ("WSBA" or "Bar") Sections are entities of the Bar created and tasked to carry on the work of the WSBA and further their purposes as defined in the WSBA Bylaws and further articulated in individual section bylaws. Approximately 22% of all WSBA members belong to one or more of the WSBA's 29 sections.[1] Each year, section executive committees (also referred to as "section leaders" collectively) and WSBA staff work together to increase and improve the benefits and support available to section members. Sections generally rely on membership dues, CLE registration revenue, and publication royalties to fund their activities. Per the WSBA Bylaws XI.K, each WSBA section is required to submit an annual report to the WSBA Executive Director.

Section Membership Numbers Over the Years[2]



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Total Section Memberships	15518	16189	16642	17165	16220	15762	15520	15706	15643	15207	15005	15143
Unique Members	9339	9699	10005	10360	9869	9677	9635	9734	9739	9564	9462	9420
New Member Section Members	3237	3351	3500	3610	3256	3148	3163	3226	3198	3133	3002	2931

YEAR

[iii]

[1] Based on December 1, 2025, WSBA Member Demographic Reports and December 2, 2025, data from WSBA Regulatory Services Department.
[2] Reflects calendar/licensing year and based on December 2, 2025, data from WSBA Regulatory Services Department.

Summary of WSBA Sections for 2025 (January 1, 2025 – December 1, 2025):

- **15,143** section memberships.[3]
- **347** section leader volunteers across all 29 sections.[4]
- **$30** average dues amount to join a section in 2025 (range $20-$40). Current law student rate is $18.75[5] (as of October 1, 2025). Law student rate was $18.45 (January 1-September 30, 2025).

In FY2025, WSBA sections provided the following member benefits[6]:

- **76** section-sponsored educational programs with WSBA: CLE seminars (22) and mini-CLEs (54).[7]
- **$160,894** awarded in scholarships donations and/or grants.[8]
- **15** law school/student and new lawyer outreach events/benefits.
- **Over 450** legislative bills reviewed/drafted.
- **10** newsletters produced.
- **18** receptions or forums (non-CLE).

Sections Team: Internal Highlights & Goals in FY2025

The "Sections Team" is comprised of 2.5 WSBA FTEs[9] dedicated to the support and success of the 29 WSBA Sections through close partnership with section executive committees. In addition, several other staff members/departments throughout WSBA provide section-related support at different times, including staff from finance/accounting, CLE, legislative, regulatory, and communications.

The Sections Team provided valuable benefits to section members through the following:

- Provided guidance on WSBA policies and procedures pertaining to sections.
- Supported activities to foster sustainable sections.
- Supported a pipeline of future leaders.
- Facilitated collaboration between sections and other WSBA programs/efforts.
- Assisted with section member recruiting efforts.

The Sections Team highlights during FY2025 include:

- Hosted a virtual Fall Section Leaders Re-orientation in October 2024, which included speakers WSBA President Sunitha Anjilvel, Executive Director Terra Nevitt, and other WSBA staff

[3] Based on December 1, 2025, WSBA Member Demographic Reports. Section memberships range between 62 – 2,187 members.
[4] Based on committee member totals pulled from Personify for FY25. Includes New Member Liaisons; does not include BOG liaisons.
[5] The law student rate mirrors the per-member charge for a given fiscal year.
[6] Unless otherwise cited, all information was gathered from the completed FY2025 annual reports received from 24 of the 29 section executive committees.
[7] Based on data obtained from WSBA-CLE and accounting team on December 5, 2025.
[8] Based on year-to-date actual scholarships/donations/grant expense budget line in the September 2025 Monthly Financial Reports.
[9] The following positions are included in FTE count: Sections Program Specialist, Sections Program Coordinator, Member Services and Engagement Manager, and Member Services and Engagement Program Coordinator.

leadership. The orientation also included sessions on court rules, social media guidelines and support, partnering with WSBA CLE, and Sections resources and best practices. Attendance included 39 section leaders.

- Presented the annual Spring Section Leaders Meeting virtually in April 2025, inviting WSBA staff leadership to present on Sections program updates and budget planning. The program also included a panel of section leaders presenting on section benefits and member engagement, followed by discussion in breakout groups. Twenty-seven section leaders attended the meeting.
- Assisted sections and provided staff support for section events such as receptions, panels, and roundtables, presented in various formats (e.g., virtual, hybrid, in person).
- Continued monthly publication of the *Sections Bulletin*, including our regular "Did You Know" item highlighting various tools and tips that WSBA offers volunteers and members, and a Section Spotlight item. The *Bulletin* is intended to provide section leaders with up-to-date information regarding WSBA matters and events; best practice tips; supplemental resources regarding leadership, diversity, and educational development; and to connect sections with existing and relevant WSBA programs.
- Provided individualized support to section executive committees, including, but not limited to: design and implementation of member surveys; virtual, hybrid, and in-person event planning; financial and data analysis; guidance through the bylaws amendment approval process; facilitation of section newsletter review and production; section webpage formatting and content updates; support during executive committee retreats; and assistance developing and growing mentorship programs.
- Offered numerous drop-in sessions: two elections prep sessions for section leaders; two information sessions for interested applicants to section executive committees, and one for section leaders on budget planning.
- Completed a successful budgeting process, including review of budget histories and follow-up with sections before budgets were submitted to the Budget & Audit Committee.
- Engaged in ongoing collaboration with CLE, Legislative, Communications, and Finance staff to update materials and processes related to sections.
- Continued the Sections Noon Discussion Series with the following sessions:
    - January session on Section Member Recruitment Strategies led by Solo & Small Practice Section EC member Ann Guinn, and Communications Team staff member Connor Luk. with 13 section leaders in attendance.
    - July session on EC Member Onboarding, led by Manager of Volunteer Engagement Paris Eriksen and a panel composed of leaders from other WSBA entities. Eleven section leaders attended.
- Maintained and updated the online "Volunteer Toolbox," which includes section leader meeting recordings/materials, new tools, and resources for section leaders to utilize when planning and implementing their activities (e.g., templates, meeting tools, and policies).
- Compiled information and data from section annual reports and regulatory services to create annual section "Year in Review" infographs, with design support from the Communications Design Team.
- Worked closely with IT staff and section officers to administer section executive committee elections for all 29 sections.
- Worked closely with Member Services and Engagement Specialist Chelle Gegax to support and promote the Young Lawyer (now New Member) Liaison to Sections program.

Sections Team: Internal Goals for FY2026

The primary areas of focus for the Sections Team in FY2026 include continued support for section member and section leader recruitment; using improved communications and tools for virtual meetings and events; exploring innovative member benefit ideas; promoting collaboration among sections; fostering relationships between sections and the Board of Governors; and continuing engagement with section leaders through the annual spring update session, fall meeting programming, and Sections Discussion Series.

WSBA FY2025 Section Annual Reports

Included with this memo are the FY2025 section annual reports submitted by 24 of 29 section executive committees.

WASHINGTON STATE BAR ASSOCIATION

13047.23

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Administrative Law Section
Chair or Co-Chairs:	Susan Dumph
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Parvin Price
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Administrative Law Section is to seek participation of all interested members of the Bar to benefit section members, their clients, and the general public by: Exchanging ideas and sharing knowledge in administrative law, including the Washington Administrative Procedure Act, Public Records Act, and Open Public Meetings Act, through CLEs, publications, meetings, and other means of communication; Initiating and implementing common projects; Improving and facilitating the administration of justice in administrative law through the review of pending legislation and regulations, the development of proposed statutes, and the promotion of uniformity in legislation and administration; and providing other services that may benefit section members, the legal profession, and the public.	
Strategy to Fulfill Purpose:	

The Section's Diversity Outreach Committee actively solicits and recruits individuals to join the Administrative Law Section through recruiting events. The Section's Nominating Committee actively solicits and recruits individuals to join the Section' Executive Committee when openings arise. The Section's CLE Committee routinely hosts and puts on Mini-CLEs concerning various topics in administrative law. The Section's Legislation Legislative Committee tracks pending legislation, writes articles on legislative activity and agency actions, and where appropriate gives feedback back to the WSBA Legislative Liaison on pending legislation of concern to the section. The Section's Newsletter Committee publishes a Newsletter that includes articles on administrative law, and advertises events like the Section's CLEs; the Homan Award Committee solicits and reviews nominations for the Homan Award and awards it to individuals who have shown a strong dedication and commitment to administrative law through their actions and accomplishments. The Section's Publications and Practice Manual Committee ensures that the Section's Public Records Act Deskbook and Administrative Law Practice Manual are updated regularly and published.

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The Section's purpose furthers this mission through the exchange of ideas and sharing of knowledge via publications the Section produces (The Public Records Act (PRA) Deskbook & Administrative Law Practice Manual); the CLEs it sponsors and produces; the Newsletter it publishes with articles and case law summaries; tracking proposed legislation and agency actions and best practices; and providing current knowledge on administrative law to the public and members of the Bar. It serves to better the practice of administrative law in Washington through both knowledge and awareness, which aids members of the Bar in championing justice

Top 2024-2025 Section Accomplishments:

Between October 1, 2024 and September 30, 2025, the Executive Committee held regular meetings via TEAMs video conferencing. These were typically scheduled for the third Monday of each month, unless an alternative date was chosen due to conflicts.

Mini-CLEs were produced on topics including the Computer Fraud and Abuse Act, Teacher Discrimination & Strict Liability, and IDEA/Special Education Issues in an Administrative Practice.

The Section authorized our Legislative Committee to send the Attorney General's Office (AGO) an expression of interest in the AGO's announced review of certain of its model Public Records Act (PRA) rules in response to a petition submitted by various media groups. The AGO issue WSR 22-21-023, a CR 101 Proposal Statement of Inquiry concerning possible changes to "WAC 44-14-010 through 44-14-040." This would include WAC 44-14-030(2) regarding record indexes. This letter included preliminary input on how that model rule and its related Comment could be corrected and improved. This expression of interest on the part of the Section did not result in our being included in any discussions between the AGO and the media petitioners about the proposed changes, if any, to the model rules. Our

leaders in this effort were Richard Potter, Chairman of the Legislative Affairs Committee, and John Gray.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound
Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.

1	**Develop at least 5 Mini-CLE presentations for the year**
2	**Annual Meeting/Retreat Development**
3	**Increase Newsletter Production to 3 – 4 times per year**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*

1	**Increase awareness in the Section re: the Homan Award**
2	**Further development of the Mentorship program**
3	**Begin work on updates for Section publications**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Administrative Law Section is involved in all areas of administrative law of interest to Washington lawyers, including Washington State administrative law, federal administrative law, tribal administrative law, and interstate compact administrative law. We recognize that most attorneys in Washington practice some type of administrative law, even if they never directly apply the Washington Administrative Procedure Act. The Section welcomes anyone as a member who has an interest in administrative law. Our members include: Assistant attorneys general; Public agency in-house attorneys; City attorneys (on private contract as well as municipal employees); County prosecutors; Private practitioners who represent clients subject to government regulation; Judicial officials; and Administrative Law Judges. The Section's Executive Committee strives to recruit members and board members from historically underrepresented backgrounds, LGBTQ+ attorneys, young/new attorneys, and attorneys from all over the state. The Section's Diversity and Outreach co-chairs have focused primarily on both creating awareness within the Section leadership about bias, equality and equity while developing a mentorship program that is designed to provide guidance and support to new and underrepresented attorneys as they begin their practice in administrative law. Instead of working directly with minority bar associations, we are focused on developing a Section that is inclusive and supportive of minorities in the practice area which we hope will foster a diverse population for the practice in the future. In addition, the Section tries to recruit attorneys for the Section Executive Committee and sub-

committees who have been practicing for a broad range of years, including attorneys who are planning for retirement and attorneys who have just begun their careers. We encourage all board and committee members—including new attorneys—to serve in all leadership positions, including as Section officers and Committee chairs. The Section's Young Lawyer Liaison is a voting member of the Section's Executive Committee.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership

For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Administrative Law Section has regular communication with our Section liaisons, particularly Carolyn MacGregor. She regularly attends our Section meetings and we could not be happier with the assistance we receive. The liaisons coordinate with the Section's graphic designer and WSBA legal counsel to review content in the draft Newsletter before publication. WSBA staff assist with the technical details and On24 support that help us create a more successful and accessible continuing legal education program. The Section also has the opportunity to interact with WSBA staff regarding legislation related to administrative law. Also very much appreciated is the annual new leaders orientation sponsored by the Bar in the fall.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Annual Meeting/Retreat at Alderbrook w/ CLE re: ADA	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
	Newsletters/publications produced
3 Mini-CLEs produced	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
We did not receive any nominations this FY for the Homan Award	Recognitions/Awards given

During the 2025 "long session" of the Washington legislature, the Section's Legislative Committee reviewed 24 bills (not counting companion bills) and monitored 19 of them as they moved through the legislative process. The areas of interest to the committee were the Administrative Procedure Act (34.05 RCW), the Public Records Act (42.56 RCW), the Open Public Meetings Act (42.30 RCW), the Office of Administrative Hearings law (34.12 RCW), and other statutes that affect administrative agency procedures, processes, hearings, rulemakings, appeals/judicial review, etc. (as opposed to the substantive law implemented by agencies). Ten bills of interest were passed by the legislature. The committee reported on these bills in the Section's newsletter. In 2025 the Section continued to monitor state agency rulemakings and to submit comments and testify on best practices for complying with the records indexes requirements of RCW 42.56.070(5) in the Public Records Act. It also advised state agency staff on creating their agency's online records indexes.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	242	**Membership Size**: *As of September 30, 2025.*
	13047.23	**FY25 Revenue ($):** *As of September 30, 2025.*
	429	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	15 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	1	**Number of Vacancies for FY26:**

		The number of vacant positions as of October 1, 2025 (FY26).
	6	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Business Law Section
Chair or Co-Chairs:	Barbara Prowant
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kevin Fay
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall be to benefit the members of the Section and their clients: (a) By encouraging research and study, and the development of best practices, in the area of business law in the State of Washington, and sharing these efforts through continuing legal education where possible and appropriate; (b) By participating in the development of state legislation and regulations in order to improve and facilitate the administration of justice in the area of business law; and (c) By undertaking such other services relating to the area of business law as may be of benefit to members of the Section, members of the Bar and the greater public.	
Strategy to Fulfill Purpose:	

CLE's organized by Committee Sections to provide member relevant education opportunities; proposed legislative changes coordinated with the WSBA Legislative Affairs; sponsored networking and volunteer events for the members; coordinated and sponsored UW and Seattle U Law School events.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section seeks to promote professionalism among our members by creating opportunities that promote building and fostering personal relationships among business attorneys across the State and by providing a forum for the discussion and exchange of ideas leading to the improvement of laws relevant to the practice of business lawyers.
Top 2024-2025 Section Accomplishments:
BLS Executive Committee Planning Retreat
Proposed revisions to the LLC Act; provided feedback on proposed HB 1635; considered the Uniform Mortgage Modification Act
Coordinated and sponsored outreach programs at UW Law School and Seattle U Law School; coordinated volunteer opportunity for the members with Food Lifeline; sponsored a Mariners networking event for the members; co-sponsored a joint networking event with AIPP Seattle KnowledgeNet
Filled the Financial Institutions Chair, Communication Chair (resulting in creation of a BLS LinkedIn page), and Young Lawyer Liaison positions which had been vacant for some time.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**To be provided by the incoming Executive Committee**
2	Click or tap here to enter text.
3	Click or tap here to enter text.

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase BLS membership and member engagement.**
2	**Continue to provide beneficial CLE programs, as well as networking and volunteer opportunities for the members.**
3	**Continue the BLS tradition of legislative participation.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The BLS EC has an "open-door" policy that encourages the members to be included in decision-making. It promotes a culture of diversity, equity, and inclusion as evidence by the composition of the Executive Committee represented by 50% women, racial and ethnic minorities.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

We appreciate our working relationship with the WSBA staff who provide assistance to help the Section and its programs and outreach operate smoothly, and the involvement and communication provided by Kevin Fay, our BOG representative, regarding BOG matters.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

2	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$5000 – donation; $3383 – scholarships	$ amount given through donations/scholarships/grants.
BLS LinkedIn created	Newsletters/publications produced
7	Mini-CLEs produced
3	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given

3	Legislative activity (Bills reviewed, tracked, proposed)
LinkedIn Page created	Other (please describe):
Volunteer and networking events	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	1150	**Membership Size**: *As of September 30, 2025.*
	36921.11	**FY25 Revenue ($):** *As of September 30, 2025.*
	21212.14	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	19 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	3	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	18	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Creditor Debtor
Chair or Co-Chairs:	Jerry Todd Tracy
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Todd Bloom
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
Provide continuing legal education programs on topics of interest to the section membership with the purpose of devoting revenue generated from said programs to debt related legal clinics or debt related education organizations; Provide communication amongst members of the section; Review and comment on proposed creditor-debtor legislation.	
Strategy to Fulfill Purpose:	
The Section sponsors continuing legal education programs that generate revenues which are then distributed, in the form of grants, to statewide legal programs or debt related education organizations. The Section also distributes information to members on the Section List-Serve re opportunities with the Court and regarding important legislation impacting section members.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Click or tap here to enter text.	
Top 2024-2025 Section Accomplishments:	
Provide grant funding of $5,000 to low income legal clinics across Washington. We awarded $2,000 to the Benton County Legal Aid Society and $3,000 to the Northwest Consumer Law Center.	
Provide quality CLE programs, including the bi-annual liens seminar; The Section also provided co-sponsorship (Oregon State Bar) of the Northwest Bankruptcy Institute.	
Review and comment on proposed legislation that is referred to the Section by WSBA that might have direct impacts on Section members. The Section will send out, via the listserve, summaries of some of the legislation that is of primary importance to section members and solicit input.	
Maintain active discussions amongst section members via the section list-serve.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Increase membership in the section**
2	**Provide more CLE opportunities to section members through regular mini-cles**
3	**Manage the section budget carefully to increase annual grant award**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase grant award to the $10,000 annual awards that have been given in the past.**
2	**Utilize YLD liaisons to assist with mini-CLE programming**
3	**Increase EC member involvement in setting up new programming in all of the state and not be as Western Washington "centric."**
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	

The Creditor Debtor Section's Executive Committee is aware of the need to be inclusive in all our activities. We are inherently diverse in that some of us represent creditors, some of us represent debtors, and others represent both. The Executive Committee strives to recruit candidates that represent members from historically underrepresented backgrounds. We strive to take positive steps to deal with those issues and the Section welcomes any member of the Bar that is interested in a substantive area of practice that we are involved with. We also strive to embrace the cultural differences that make interaction amongst us more interesting. The Section has not utilized the services of the WSBA Diversity Specialist and have not had any contact with or from that person. The Executive Committee continues to keep its focus on the issues of diversity and inclusion, together with the issue of avoiding inappropriate discrimination in our activities.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
Click or tap here to enter text.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
0	Receptions/forums hosted or co-hosted
$5,000.00	$ amount given through donations/scholarships/grants.
0	Newsletters/publications produced
0	Mini-CLEs produced
0	New Lawyer Outreach events/benefits
0	Recognitions/Awards given
Before and during the legislative session, the EC leadership team and the legislative liaison receive e-mails from the WSBA that it thinks might be of impact to our section.	Legislative activity (Bills reviewed, tracked, proposed)

When those e-mails arrive, the information is sent to all members of the Executive Committee who review and respond according to the WSBA Protocols. If the Executive Committee wants to seek additional opinions from the section members, we will seek input via the listserve.	
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	404	**Membership Size**: *As of September 30, 2025.*
	$16131.85	**FY25 Revenue ($):** *As of September 30, 2025.*
	5000.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/2 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	6	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Civil Rights Section
Chair or Co-Chairs:	David Montes
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Tom Ahearne
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The mission of the Section shall be to educate and advocate for civil liberties and equal rights in the context of civil rights law and the legal issues of Washington State residents, with particular focus on those who have traditionally been denied such rights and equal treatment under the law including, but not limited to, racial, ethnic, or religious minorities; elderly; gay, lesbian, bisexual or transgendered; immigrants; mentally or physically disabled; impoverished; and homeless.	
Strategy to Fulfill Purpose:	
We are currently reviving the section from a bit of a lull, so we are working on a full picture of what the section will do. We envision that the section will put on CLE's related to various areas of civil rights law and practice. We also intend to have in person networking events to connect practitioners and start to publish a newsletter.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Civil rights law attempts to champion justice for the most vulnerable among us. By providing education to practitioners and helping people who wish to be involved in civil rights litigation a path to such involvement, we seek to champion justice.	
Top 2024-2025 Section Accomplishments:	
3 Online CLEs since November, 2024.	
1 in person networking event in July of 2025.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Host three additional CLEs.**
2	**Host at least one in person event.**
3	**Publish bimonthly news letters.**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Build section membership and engagement.**
2	**Build the section as a resource for practitioners.**
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
We have had open executive committee meetings and largely free CLEs at this point. We have not taken any action that would exclude any person. Moreover, we have tried to engage participation from organizations run by people from the communities we wish to serve.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions*	

Classified as Confidential

• *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
Click or tap here to enter text.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
3	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	166	**Membership Size**: *As of September 30, 2025.*
	$5693.21	**FY25 Revenue ($):** *As of September 30, 2025.*
	$360.00	**FY25 Direct Expenses ($)**

Classified as Confidential

		As of September 30, 2025. This does not include the Per-Member-Charge.
Section Executive Committee Information:	10 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	7	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Construction Law Section
Chair or Co-Chairs:	Bryce Sinner
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Francis Adewale
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall extend to the field of public and private procurement and construction matters, with emphasis upon laws, regulations, and administrative, and court decisions affecting the same. The purposes of this Section are to promote the education of Washington State Bar Association members in laws, regulations, and administrative and court decisions affecting such procurement and construction, the sound development of relevant laws and regulations, to cooperate in that endeavor with the American Bar Association and its sections, and to promote the objects of the Washington State Bar Association (hereinafter referred to as "WSBA").	
Strategy to Fulfill Purpose:	
The Construction Law Section fulfills its purpose by promoting member education, professional development, and community engagement. This includes issuing regular newsletters with updates on legislation, regulations, and court decisions; holding monthly Executive Committee meetings to	

oversee activities and subcommittees; and hosting annual Continuing Legal Education events such as a mid-year CLE in Seattle on the second Friday of June, a road trip CLE planned for Spokane in early 2026, and seasonal forums featuring expert speakers and site visits. The Section also provides members exclusive access to practical resources like editable contract templates, publishes and updates the authoritative Construction Law Deskbook to support practitioners, facilitates mentorship and outreach programs that support the professional growth of law students and practitioners, and organizes community service and volunteer initiatives. Additionally, the Section is exploring opportunities to collaborate with a Washington law school to offer a class in Construction Law.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Construction Law Section furthers the WSBA's mission by educating members on industry-specific legal issues, which supports the integrity of the legal profession. The Section also champions justice by creating and providing neutral construction contracts and other practical resources, as well as engaging in community service initiatives.
Top 2024-2025 Section Accomplishments:
Successfully hosted the midyear Continuing Legal Education (CLE) event in June, featuring comprehensive updates on construction law and engaging judicial panels.
Organized a well-attended site visit to the new Seattle Aquarium in March 2025, providing members with a unique opportunity for legal and industry engagement. Organized an opportunity for section members to attend a Mariner's game to facilitate interaction and camaraderie among construction law practitioners.
Published and distributed multiple quarterly newsletters, offering critical case updates, legislative news, and Section announcements to members.
Updated and enhanced the Section's LinkedIn presence and other social media platforms to improve communication, outreach, and member engagement.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Successfully plan and execute the midyear CLE event by June 2026**
2	**Regularly publish and distribute the Construction Law Section newsletter**
3	**Organize and host a road trip CLE event on the Eastside of Washington by March 2026 to increase regional member participation**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Expand statewide outreach to increase active participation of members from underrepresented regions, including Eastern Washington, through targeted programming and regional events.**

2	**Develop and maintain comprehensive digital resources, including an updated online Construction Law Deskbook and practical contract templates, ensuring they remain current with legal developments.**
3	**Foster collaboration with Washington law schools to establish a sustainable Construction Law education pipeline, including expanded mentorship programs and potentially a credited course offering. Explore collaboration with the ABA's construction law writing contest to create an opportunity for Washington law students to participate, with a WSBA-sponsored award offered in addition to the recognition provided by the ABA.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Construction Law Section addresses diversity, equity, and inclusion through its dedicated DEI Subcommittee, which focuses on strategies to diversify both the committee and attract diverse attorneys to the practice area. Recently, the Section amended its Bylaws to grant the Young Lawyer Liaison voting rights, increasing new and young members' input in decision-making. The committee remains committed to ongoing efforts to increase inclusivity and diverse leadership within the Section.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Noah and Carolyn have been excellent to work with—very responsive and always willing to assist. Carolyn regularly attends our meetings and is able to provide immediate answers or promptly follows up when needed. However, we have not observed much involvement from the Board of Governors or our assigned BOG liaison. At this time, we do not have specific suggestions for enhancing WSBA support but remain open to any ideas the WSBA may offer to strengthen our collaboration.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

None this year	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA

Hosted one full-day CLE with discounted tuition for Section members	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Multiple events, including a site visit to the new Seattle Aquarium and a Mariners game gathering	Receptions/forums hosted or co-hosted
None this fiscal year	$ amount given through donations/scholarships/grants.
Two newsletters published	Newsletters/publications produced
None this year	Mini-CLEs produced
Conducted "Lunch with Lawyers" events for law students and engaged with local law schools for outreach	New Lawyer Outreach events/benefits
Presented a Lifetime Achievement Award to Paul Cressman	Recognitions/Awards given
No formal legislative activity this year	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	476	**Membership Size**: *As of September 30, 2025.*
	$25712.74	**FY25 Revenue ($):** *As of September 30, 2025.*
	$4003.29	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	16 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:**

		The number of vacant positions as of October 1, 2025 (FY26).
	8	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Criminal Law
Chair or Co-Chairs:	Dan LeBeau
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To provide a forum for the exchange of ideas in the areas of criminal law, correction, procedure, and evidence.	
Strategy to Fulfill Purpose:	
Coordinate regular virtual and in-person meetings with prosecutors, defense attorneys, and individuals interested in criminal law.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Criminal Section provides continuing education on topics for practitioners of all experience levels. The most recent Criminal Justice Institute focused on providing practical advice for attorneys with	

limited experience with criminal law. CJIs focus on current topics and recurring issues from a global and holistic view of the law.	
Top 2024-2025 Section Accomplishments:	
32nd Annual Criminal Justice Institute	
Reviewed legislation and provided feedback as applicable.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	33rd Annual CJI
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Continuing annual Criminal Justice Institute trainings
2	Continued and increased input on legislation.
3 **4**	Quarterly lunchbox CLEs. Review and update bylaws.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
Our CJI routinely includes presentations on race, equity, and inclusion. For example, the 30th Annual CJI included a panel, "Race and Washington's Criminal Justice System," and a panel, "Fairer Outcomes Through Data." The 32nd CJI included a panel on immigration law. We have encouraged and appointed board members from diverse jurisdictions across the state.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	

Carolyn and Sally are very communicative and helpful.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
32nd Annual CJI, providing 6.5 credits	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Scholarship for CJI for one member: $275.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	327	**Membership Size**: *As of September 30, 2025.*
	17884.30	**FY25 Revenue ($):** *As of September 30, 2025.*
	2823.21	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*

Section Executive Committee Information:	17 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	2	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	9	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[1]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Dispute Resolution
Chair or Co-Chairs:	Paula Emery
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Tom Ahearn
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The section promotes the informed use and best practices for all dispute resolution processes in Washington.	
Strategy to Fulfill Purpose:	
The Dispute Resolution Section provides resources, develops programs, and addresses legal, legislative and public policy issues to: 1) enhance the skills of dispute resolution practitioners; 2) educate the public in the availability and use of party-determined solutions; and 3) assist the growth and development of dispute resolution services across the State of Washington.	

[1]

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Educating members of the Bar and the public about Dispute Resolution serves to bring awareness to nonlitigation methods of resolving disputes. These methods can be more efficient, less expensive, faster, allow party control of the process, provide for the use of experts in the subject matter as decision-makers, and allow privacy in the dispute resolution process. We also serve members of the Bar by bringing CLE opportunities in DR subjects and procedures, by holding networking events, and by providing channels to communicate with other Section Members and with other DR professionals or interested parties. Additionally, we monitor and, as appropriate, support the development of and comment upon legislation to further ensure the integrity and utility of DR processes.	
Top 2024-2025 Section Accomplishments:	
Sponsored the 27th Northwest Dispute Resolution Conference, with 130 attendees and net positive section revenue.	
Cross-section collaboration and development work beyond the bar in legislative and public policy through session bill tracking and information gathering sessions, specifically in the areas of early mediation in family law dissolutions, foreclosure fairness and juvenile justice.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Increase attendance at 2026 NWDR Conference by 50%**
2	**Deliver 3 miniCLEs on topics of interest to practitioners and advocates with other sections**
3	**Engage a legal intern to research and report on dispute resolution investments noted in the RCWs, WAC and local court rules**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase section membership by 30%**
2	**Diversify section membership through outreach efforts and programming**
3	**Improve collaboration with other sections, to achieve economies of scale in delivering programming through volunteer section leaders**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

As the second oldest Section (in terms of the median age of our members), the DR Section has both unique challenges and opportunities in addressing systemic inequalities. We also enjoy the benefit of being able to welcome those who are not members of WSBA (or are ineligible to join WSBA) as DR section members. These members participate in a non-voting capacity as part of our section and contribute thought leadership and challenge siloed thinking that can inhibit the impact of DEI efforts. DEI topics are top of mind as the conference planning committee solicits and reviews presenter proposals. We have intentionally cultivated membership on the ExCom from recent law school graduates and will continue these efforts to produce programming that resonates for all experience levels and incorporates our members' lived experiences.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

We have enjoyed close communications with and great support from our WSBA staff liaison and other WSBA personnel. They have helped us accomplish our projects and helped us negotiate WSBA filings and permissions, including shepherding amended section bylaws to BOG approval and navigating a tricky repair after a significant miniCLE challenge presented by the On24 platform. Carolyn frequently attends our monthly Executive Committee meetings. We continue to seek opportunities to deepen connections with the Board of Governors through our BOG liaison and especially appreciate the warm welcome received at the May Board of Governors meeting in Port Angeles.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Northwest Dispute Resolution Conference produced by the section and supported with in-kind contribution (facilities use) from the University of Washington School of Law	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted

$1460.50	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
1 miniCLE, Preparing Your Client for Mediation	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Reviewed and tracked 8 bills in 2025 session	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	289	**Membership Size**: *As of September 30, 2025.*
	$14441.26	**FY25 Revenue ($):** *As of September 30, 2025.*
	$6955.80	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	14 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for*

		vacant positions and terms beginning October 1, 2025 (FY26)

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Elder Law Section
Chair or Co-Chairs:	Nicholas Pleasants
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Parvin Price
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
Improve WSBA members' understanding of the legal needs of older adults in Washington; (2) Create a cooperative structure through which WSBA members can work together to better understand Elder Law issues and effective problem solving approaches; (3) Provide legal assistance to older adults in Washington; (4) Serve as a liaison between the WSBA, BOG, Section members and other organizations serving older adults; and (5) Facilitate opportunities for research, advocacy and publications in the field of Elder Law.	
Strategy to Fulfill Purpose:	
The Elder Law Section: (1) hosts regular CLE programs on issues impacting older adults; (2) monitors legislation impacting older adults and shares information with members; (3) maintains an active listserv for section members to collaborate and consult on elder law issues; (4) holds monthly meetings for the executive committee that include the WSBA staff liaison	

and BOG liaison; and (5) sponsors a summer intern to provide legal assistance to low-income seniors at a nonprofit legal aid organization.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Section provides legal education, advice and consultation, and legislative updates with members. The Section sponsors a legal intern to provide free legal services at a nonprofit legal services organization.	
Top 2024-2025 Section Accomplishments:	
Elder Law Spring CLE – May 20, 2025 – Case Law and Legislative Update, Ethics in Multi-Party Representation, Needs-Based Benefits Update, Financial Planning for Seniors, Protection Orders, Pro Bono Update	
Elder Law Fall CLE – September 24, 2025 – 86 attendees, great feedback – Complex Planning, Estate Litigation, Medicaid Strategies, Attorney Wellness, Continuing Care Communities, GALs and Special Representatives	
Monitored legislation impacting older adults, shared legislative information with members, and provided comment to the legislature when necessary	
Supported publication of annual Senior Bulletins on Washington Law Help	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Host 2 CLEs, one in spring and one in fall**
2	**Maintain vibrant section listserv for mentorship, collaboration, and consultation**
3	**Sponsor legal intern at non-profit legal aid organization for summer 2026**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Monitor legislation impacting older adults and engage Section members in legislative information-sharing and comment when appropriate**
2	**Collaborate with WSBA, BOG and Washington State Bar Foundation to achieve goals**
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	

The Section sponsors a legal intern to work with a Washington legal services organization. Internships at legal services organizations are traditionally unpaid, which means the intern must have a separate source of income or support to participate. Therefore, these internships are not available to many students and disproportionately unavailable to BIPOC students. Sponsorship by the Section opens the opportunity to all students and encourages a more diverse and inclusive pool of applicants. In addition, the Section leadership has regular discussion about strategies for making the Section open and available to all WSBA members in an effort to create a more diverse and inclusive Section.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
The Section has a good working relationship with liaisons from WSBA, BOG and Washington State Bar Foundation. Our liaisons have been very involved in Section activities and business and extremely helpful to Section leaders.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

2 – Spring and Fall full-day CLE's	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1 (Peter Greenfield Fundraiser with KCBA GELS)	Receptions/forums hosted or co-hosted
$34,912 in grants ($30,000 for Senior Bulletins, $4,912 for Peter Greenfield Intern)	$ amount given through donations/scholarships/grants.
0	Newsletters/publications produced
0	Mini-CLEs produced
1	New Lawyer Outreach events/benefits
0	Recognitions/Awards given
Many	Legislative activity (Bills reviewed, tracked, proposed)

Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	621	**Membership Size**: *As of September 30, 2025.*
	$32335.62	**FY25 Revenue ($):** *As of September 30, 2025.*
	$34934.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	14 voting/4 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	12	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Environmental and Land Use Law
Chair or Co-Chairs:	Jason A. Foust
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Jordan Couch
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The ELUL Section is a formal association of attorneys who share a common focus and interest in the practices of environmental and land use law. Our Section represents a diverse membership with individuals, drawn from law firms, solo practice, government, private industry, and public interest groups, who often represent different sides of an issue, but who are all committed to civil and professional cooperation for the benefit, protection, and enhancement of our communities and Washington State. Accordingly, our Section aims to provide opportunities for the exchange of ideas surrounding environmental and land use law.	
Strategy to Fulfill Purpose:	
ELUL Section activities fulfill the Section's purpose in the following ways: (1) We host educational (CLE) events and gatherings for lawyers, law students, and professionals. We make an effort to include the presentation of differing opinions in our CLEs, so that we can	

educate each other on various sides of land use or environmental issues and legal positions. Our educational events also frequently include a "view from the bench," which provides practitioners with insight into what our court and administrative judges need and wish to see to effect justice; (2) We keep our membership up-to-date about Section events and developments in our practice areas through the use of our website (blog), social media accounts (Facebook and LinkedIn), and our email ListSERV; (3) We share information about bills in the Washington Legislature that are relevant to environmental and land use law on a weekly basis during session; (4) We co-host networking events for law students and practitioners to support law students' interest in our practice areas. We also support law students with fellowship and scholarship awards. Not only does this expose students to the field, but it promotes involvement by attorneys and furthers civility and professionalism by creating an environment of inclusion and open communication; and (5) We offer social and networking events designed to support camaraderie and WSBA's professional networking needs.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The ELUL Section furthers WSBA's mission to serve the public and members of the bar by supporting communication and collaboration between them. In practice, the ELUL Section supports this communication through our newsletter (blog) and events, which are open to anyone – members and the general public. We also provide regular email updates on legislative bills during the legislative session, which are shared as a member benefit. The ELUL Section ensures integrity of the legal profession by providing educational opportunities and opportunities for civil discourse on ethics and environmental and land use legal issues. Due to our membership's differing perspectives on the legal issues surrounding our practices areas, professionalism is essential to our Section's continued success in supporting communication and collaboration. Our educational events also frequently include a "view from the bench" to provide opportunities for the court and administrative judges to share insights with practitioners. We champion justice by our dedication to uplift law students and Section members in government and non-profit roles. This effort is clear through our fellowship grants and scholarships, which subsidize legal internships and/or attendance at our annual Mid-Year conference.
Top 2024-2025 Section Accomplishments:
We hosted multiple CLEs, including (1) the 2025 Mid-Year CLE which was held over two days at Alderbrook Resort, with a virtual option and sold out in person attendance (2) our first land use-focused CLE which was held in WSBA's conference room in Seattle; (3) two virtual mini-CLEs in November and December of 2024. Two more mini CLEs are currently being planned for the Fall of 2025.
Tracked and reported weekly to Section members on 372 legislative bills during the 2024 legislative session.
Held a well attended law student event that allowed prospective environmental practitioners the opportunity to meet and speak with members of the ELUL Section and the greater environmental law community.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Commitment to make ELUL CLEs accessible for all Section members, regardless of practice or geographic location.**
2	**Active engagement in law school outreach, provide scholarships, and provide law students with networking opportunities with experienced practitioners.**
3	**Provide timely legislative updates on all bills that affect environmental and land use practitioners.**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increasing engagement among section members and increase membership of the section.**
2	**Decrease expenses and increase revenue to balance the section budget.**
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
The ELUL Section is always pleased to support new and incoming attorneys. The Section provides law student fellowships to students working on an internship position each year. Additionally, the Section provides for scholarships funds to support attendance at our annual Mid-Year conference by attorneys working in government and non-profit jobs. Our Section is committed to including diverse topics for our CLEs—for example, our presentations included tribal law, environmental justice, and differing perspectives on land use regulations.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
We have communicated frequently with WSBA staff about budgeting issues and CLE planning. We include WSBA staff in our meeting and event invitations, and regularly communicate any updates for our Section. We are interested in upgrading the level of communications between the Board of Governors and the ELUL Executive Committee.	
Please quantify your section's 2024-2025 member benefits:	

For example: • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
1 two day CLE seminar.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
2	Receptions/forums hosted or co-hosted
$6,339.51 ($1,339.51 for the Midyear and $5000 in student fellowships.	$ amount given through donations/scholarships/grants.
0	Newsletters/publications produced
2	Mini-CLEs produced
2	New Lawyer Outreach events/benefits
0	Recognitions/Awards given
372 bills tracked and reported	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	749	**Membership Size**: *As of September 30, 2025.*
	$33905.68	**FY25 Revenue ($):** *As of September 30, 2025.*
	$13170.37	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/7 non-voting	**Full Size of Executive Committee (per Section bylaws)**:

		Include and specify voting and non-voting positions.
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

Health Law Survey
All Individual Data.p

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Health Law Section
Chair or Co-Chairs:	Elena Praggastis
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Emily Arneson
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To achieve the Mission of the Section, the Section Executive Committee ("EC") shall have the following Purpose: (1) Facilitate engagement and dialogue among: attorneys, others who work in the broad field of health law, between Sections, and other groups having common interests in health law. (2) Provide regular opportunities to better understand health law through education and the exchange of information. (3) Receive and share updates on pending and proposed legislation affecting health law. (4) Promote cooperation between sections within the Association and between the Association and other groups having common interests in the health care system. (5) Provide such other services as may be of benefit to the members, the legal profession, and the public.	
Strategy to Fulfill Purpose:	
Provide MiniCLE & full/half-day CLE content to members and non-members; provide non-CLE educational content to law students; provide scholarship funds for students and attorneys attending health law-related conferences; provide in-person opportunities for networking; provide written	

published content on a regular cadence - showcasing the work of the Section, certain legislative updates, and insights on various health law topics; explore mentorship and pro bono opportunities for our membership to participate in for future terms.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
Our content highlights high quality legal services and provides opportunities for our membership to learn more about the law, hone their skills, celebrate equity and inclusion, and explore the various facets that make up health law as a profession.
Top 2024-2025 Section Accomplishments:
2025 Student Health Law Fair – a half-day program at UW School of Law, inviting students from multiple schools to learn about health law, and promote students' interest in health law generally; in-person presentations from members of the health law community to students; careers panel; networking hour for all presenters, planners, and attendees April, 2025).
2025 Health Law Section Newsletter – a multipage compilation of achievements of the Section, makeup of the Executive Committee, opinions from members of the health law community on various pertinent legal issues, and fast facts about the Section and Executive Committee (currently w/ WSBA for publication).
2025 Conference Scholarship – Funding provided for lodging, transportation, and tuition for two students or early practitioners to attend a health law-related conference with offered CLE credit; WSSHA Spring/Fall Conferences, or AHLA Conferences as examples (this Term applications were non-competitive we were able to offer one scholarship).
Mini & Half-Day CLEs – The Section put on content re: Legal Issues in Healthcare Operations (half-day, virtual, 9/25/24); What to Expect Under the New Administration in Health Care (mini, 3/11/25); The Corporate Practice of Medicine (virtual mini, 7/9/25); and a collaboration w/ the L&E Section, Health Law Meets Labor and Employment (virtual half-day, 8/27/25).
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	Continue hosting educational events of relevance to HLS members and others.
2	Host another successful Student Health Law Fair.
3	Provide additional scholarships for students/new practitioners to attend health law conferences, and continue to improve the Executive Committee's process for administering the scholarship program.
4	Host a networking/social event for members.
5	Distribute at least one newsletter/bulletin for members.

6	Plan for a WSBA-curriculum based mentorship program for experienced attorneys to be paired with newer practitioners and law students interested in health law.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Continuity and competency of EC leadership.
2	Develop a regular and reputable program schedule that members can look forward to and count on each term year.
3	Explore strategies for getting in touch with our membership and surveying members to see what types of programing and other value the EC should prioritize year to year.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

We have hosted CLE events focused on access to healthcare among diverse groups and related issues. We continue to provide a scholarship program to enable students and new practitioners to attend health law conferences, based on financial need. When recruiting for open positions and providing opportunities within the Executive Committee, our Executive Committee is intentional about maintaining diversity among participants. Representatives from our Executive Committee attended WSBA sessions related to diversity and inclusion. We had at least one representative from the Executive Committee attend at least on Board of Governors dinner to create touch points with the Board of Governors and leverage our connection to the benefit of our membership.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Carolyn MacGregor is an amazing staff liaison! She provides a great deal of value to our regular EC meetings and we enjoy working with her. Emily Arneson attended our regular EC meetings and consistently provided timely, succinct, and helpful summaries of various BOG issues and happenings. One thing that may be helpful is to have one assigned BOG liaison for multiple terms/years, because by the time the year is ended and we've developed a good rapport with our liaison, it seems it is already time to meet someone new. Tech support and general WSBA support for CLE events was VERY helpful and comprehensive. We continue to be frustrated by issues related to our section listserv and how best to connect with our membership.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*

• *4 mini-CLEs produced*	
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$1,250	$ amount given through donations/scholarships/grants.
0 (we have one w/ WSBA near publishing that we've worked on this Term)	Newsletters/publications produced
2	Mini-CLEs produced
1	New Lawyer Outreach events/benefits
1	Recognitions/Awards given
0	Legislative activity (Bills reviewed, tracked, proposed)
0	Other (please describe):
0	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	393	**Membership Size**: *As of September 30, 2025.*
	$9697.95	**FY25 Revenue ($):** *As of September 30, 2025.*
	9391.24	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	8 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*

	1	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	9	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Indian Law Section
Chair or Co-Chairs:	Andrew T. Pollom
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Christopher Bhang
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Indian Law Section's purpose is to seek the participation of all interested members of the Bar, and of county and local bar associations, in order to benefit such members, their clients, and the general public.	
Strategy to Fulfill Purpose:	
(a) By providing the opportunity for exchange of ideas in the area of Indian law; to further the development of this area of the law; to communicate useful information pertaining to Indian law to members of the Bar; and to improve the application of justice in this field, all in conformity with the Bylaws of the Bar; (b) By initiating and implementing common projects; (c) By review of pending legislation and development of proposed statutory enactments to improve and to facilitate the administration of justice within the Section's area of interest; (d) By undertaking such other service as may be of benefit to the members, the legal profession and the public.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The ILS works each year to ensure that members interested in Indian law have opportunities to further their knowledge and network together. Indigenous communities are often underserved, so championing justice is at the core of every Indian law attorney's work. ILS allows those attorneys to network together and learn for the purpose of serving those communities	
Top 2024-2025 Section Accomplishments:	
The Section held its 37th Annual Indian Law CLE in May in partnership with the Tulalip Tribes of Washington and Stokes Lawrence LLP. This year was the first time the CLE was held outside of Seattle and in partnership with a local Native Nation. This continues to generate a great amount of revenue for the section, which allows the section to provide scholarships and other services to the greater Indian Law community.	
The Section provided financial assistance to Native American Law Student Association (NALSA) groups at Seattle University School of Law, University of Washington School of Law, Gonzaga School of Law, the Northwest Indian College, and to the SU and UW scholarship funds. Funds were utilized for attendance at Moot Court competitions and scholarships for members. The Section also sponsored a table at the UW NALSA Salmon Bingo Dinner and the UW Law annual symposium.	
In April 2025, the Indian Law Newsletter was published for the first time in five years.	
In December 2024, the Section hosted the first holiday reception since the COVID pandemic.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Host the 38th Annual CLE
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Sponsor meet and greets for section members and law students
2	Sponsor opportunities to connect section members with native college students interested in law school
3	Sponsor meet and greets for section members and law students

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

Diversity is part and parcel of the ILS mission. Native Attorneys are often drawn to Indian law and frequently take leadership roles in the Section. For instance, the 2021-2023 Chair and Chair-Elect were both members of a tribe and approximately five at-large members are also Tribal members. The ILS welcomes members of other under-represented groups as well.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Our WSBA staff liaison continues to be instrumental in our Section's success. Attendance at meetings was reliable and communication was excellent. We are well-supported by this staff member. Our contact with the Board of Governor's Liaison has improved since prior year but we think attendance to at least a few meetings annually might be useful. WSBA has significantly improved its consultation with the ILS and we appreciate being included in conversations that are about Indian Law. We hope this will continue for the benefit of all.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$50,0000	$ amount given through donations/scholarships/grants.
1	Newsletters/publications produced
0	Mini-CLEs produced
0	New Lawyer Outreach events/benefits
0	Recognitions/Awards given

0	Legislative activity (Bills reviewed, tracked, proposed)
0	Other (please describe):
0	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	364	**Membership Size**: *As of September 30, 2025.*
	$22677.43	**FY25 Revenue ($):** *As of September 30, 2025.*
	$51335.02	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	12 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	3	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	International Practice Section
Chair or Co-Chairs:	David Freeburg
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kristina Larry
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The International Practice Section has a broad focus that includes not only the study of current developments in the field of international law but also immigration law, international transactional work, aerospace, taxation, intellectual property, financing, services, trade regulation, exports and imports, transnational contracts, travel, and international dispute resolution. Members represent a wide variety of backgrounds and practices, including full-time and part-time practitioners, government, business, foreign lawyers, academia, internationally-focused law students, and those simply intellectually interested.	
Strategy to Fulfill Purpose:	
The Section provides benefits to members by engaging in CLEs and related educational activities. The Section develops contacts and communicates with WSBA members, foreign lawyers, scholars, law students, and the public through the section listserv, email and other means. The Section fosters	

mentorship through its mentorship program, which pairs members with law students and foreign lawyers. The Section also initiates, sponsors, and promotes within the WSBA, court rules and legislation regarding international practice issues as appropriate, and serves as a representative of the WSBA, subject to appropriate authorization, on international practice issues.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
We help our members strengthen their representation of clients involved in the international practice of law
Top 2024-2025 Section Accomplishments:
We produced 4 mini-CLEs
We co-sponsored an in-person annual general meeting at the U.S. District Courthouse for W.D. Wash.
We provided $5,000 in scholarships to 2 Huneke Fellows
Click or tap here to enter text.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Increase the number and size our Huneke fellowship awards**
2	**Double the number of our mini-CLEs**
3	**Return to 2 in person events per year**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Click or tap here to enter text.
2	Click or tap here to enter text.
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
We deliberately seek out diverse leaders to serve our international clients and the public
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions*

• *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
We are lucky to have the assistance of Carolyn MacGregor
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$5,000	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
4	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
2 Huneke Fellowships	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	217	**Membership Size**: *As of September 30, 2025.*
	$8189.27	**FY25 Revenue ($):** *As of September 30, 2025.*
	$2724.00	**FY25 Direct Expenses ($)**

		As of September 30, 2025. This does not include the Per-Member-Charge.
Section Executive Committee Information:	14 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	9	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	WSBA IP Section
Chair or Co-Chairs:	Connie WAN
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Alain Villeneuve
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To promote the practice of Intellectual Property Law.	
Strategy to Fulfill Purpose:	
To support the practitioners and communities with educational programs and pro bono support	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Member outreach, community outreach, and hosting CLEs	
Top 2024-2025 Section Accomplishments:	
Hosted 4 CLEs including free CLEs to section members	

Gave 3 $5,000 scholarships to law students from each of WA law schools
Supported patent pro bono program hosted at the SU law school through $5 donation
Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Plan and present 4 CLEs
2	Work with law schools to give another 3 scholarships
3	Work with Seattle U. law school to continue the support to WA state patent pro bono program
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Expand IP section membership through CLE programs including free CLE offers to the members
2	More community outreach by working with patent pro bono program
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
Click or tap here to enter text.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
Click or tap here to enter text.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

4	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
20000	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
3	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
6	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	764	**Membership Size**: *As of September 30, 2025.*
	$23052.16	**FY25 Revenue ($):** *As of September 30, 2025.*
	20224.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	9 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*

	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Juvenile Law Section
Chair or Co-Chairs:	Bailey Zydek
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kari Petrasek
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Section will provide a forum to discuss issues of concern and act as an agent of change to improve the law and practice related to civil and criminal matters involving children and youth in Washington State. This Section welcomes advocates from all interested disciplines and a variety of fields of law, including juvenile justice, child welfare and those who represent youth in civil legal practice. The Section is concerned with all aspects of juvenile law and policy: dependency, offender, civil legal needs of youth and status offenses (children in need of services, youth at risk, and truants).	
Strategy to Fulfill Purpose:	
The Juvenile Law Section provides an opportunity for legal professionals who work with juveniles and their families in child welfare and juvenile justice to meet together and work collaboratively on issues facing their clients. The Section acts as an agent of change to improve the law and practice related to civil and criminal matters involving children and youth in Washington state.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Juvenile Law Section is primarily concerned with providing community, education, collaboration, and support around areas of legal practice for indigent and underrepresented clients and families, including in practice areas such as child welfare, juvenile justice, status offenses, immigration as it relates to children and families, truancy, at-risk youth and children in need of services proceedings, as well as a variety of civil legal needs of youth.
Top 2024-2025 Section Accomplishments:
The JLS sponsored and held five mini-CLEs over the past year: 1) Evidence with Judge Michael Schwartz on 3/7/2025; 2) Child Development and the Impact of Trauma on the Brain on 5/9/2025; 3) DDA Intake, Eligibility, and Services, and Cross-Systems work with DCYF on 6/11/2025; 4) Building a More Equitable Profession – A Moral Imperative on 6/20/2025; 5) An Overview of Special Education in Washington State on 7/11/2025. The mini-CLEs were well-attended and provided a variety of topics for members and non-members.
The JLS put on, and/or participated in, outreach events to Seattle University School of Law and Gonzaga University Law School to encourage law student participation in the JLS. The events included the participation and planning by the JLS's Young Lawyer Liaison and the JLS's Treasurer. The events were also attended by other lawyers practicing in the child welfare field. As a result of these events, two law students joined the JLS and became the new law student representatives.
As a result of its outreach efforts (including its mini-CLEs, outreach to law schools, and scholarship opportunities), the JLS grew its memberships by approximately 50% during FY 2025.
The JLS amended its by-laws to stagger the terms of the Executive Committee officers. In odd numbered years, the JLS will vote for the Chair, Chair-elect, Secretary, Treasurer, one officer of each committee (Juvenile Justice, Dependency and Child Welfare, Civil Legal Needs, and Legislative), one At-Large member, and the Young Lawyer Liaison. In even numbered years, the JLS will vote for one officer of each committee, the CLE Coordinator/Publication Editor, and one At-Large member. The purpose of staggering the terms is to promote consistency in the Executive Committee and to ensure there are always officers with experience with the section during elections, which can be an unstable time.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	The JLS will hold monthly or bi-monthly mini-CLEs or CLEs, free to JLS membership and open to other Sections and general WSBA members, on topics relevant to the JLS (including juvenile law, dependency law, juvenile justice, civil legal needs, and race/equity/disproportionality in the juvenile justice legal space).
2	The JLS will finish its update of the JLS website. Tasks include publishing the membership directory, creating a "members only" section, moving content to appropriate parts of the website, ensuring JLS website links are correct, and updating the website.

3	The JLS's law student representatives will use JLS resources to table at Seattle University to generate interest in the section. The law student representatives may use those resources to purchase items such as a banner, sweatshirts that advertise the section, and other promotional materials. The JLS will also hold events at the Washington State law schools to generate interest in jobs related to juvenile work and recruit members for the section.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	The JLS will increase scholarship opportunities to provide section members specific opportunities and funding to attend trainings and CLEs relevant to the JLS. The scholarship opportunities will be relevant, attractive to JLS members, and will provide JLS members the opportunity to expand their knowledge or experience concerning issues relevant to the JLS.
2	The JLS will work to actively collaborate with other WSBA sections in planning and producing mini-CLEs and CLEs, as well as other projects that are relevant to the JLS purpose. Those sections could include the Civil Rights Law section, the Criminal Law section, the Family Law section, the Indian Law section, the LGBTQ+ Law section, the Low Bono section, the Solo and Small Practice section, and other sections.
3	The JLS will deepen its understanding of, and focus on, inclusivity, equity, and anti-racist legal practice. This will include in its selection of scholarship topics and in the planning and production of mini-CLEs and CLEs that address the disproportionate treatment and outcomes for Black, brown, Native American, and other impacted populations in the juvenile legal system. The JLS will also actively recruit practitioners who are historically underrepresented in the legal profession.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
The section meetings include Diversity/Equity/Inclusion at the beginning of every agenda; in this way, we are working to ensure we are always keeping issues of disproportionality at the front and center of our practice. We held a CLE focused on equity in practice: "Building a More Equitable Profession – A Moral Imperative." We also offered two scholarships to conferences focused on disproportionately-represented populations in the system: a scholarship to attend the National Indian Child Welfare Act Protecting Our Children Conference virtually, and a scholarship to attend the National Association for Public Defense Racial Justice Conference in person.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
Our BOG liaison (now president-elect of the BOG) attends almost every meeting and provides exceptional support. Our staff section liaison also regularly attends section meetings and has always	

been able to answer any question we have. We have greatly appreciated her dedication and support of our section.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
5 mini-CLEs produced	Mini-CLEs produced
2 New Lawyer Outreach events/benefits	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Reviewed, tracked, and made recommendations to the JLS on at least 30 bills	Legislative activity (Bills reviewed, tracked, proposed)
Amendment of JLS by-laws related to Executive Committee officer elections	Other (please describe): Organization/structure change
Scholarship to National Indian Child Welfare Annual Protecting Our Children Conference, $99 Award Pending	Other (please describe): Scholarship offer
Scholarship offered to National Association for Public Defense Racial Justice Conference (no scholarship applicants)	Other (please describe): Scholarship offer
Creation of Member Directory, pending publication to JLS website	Other (please describe): Publication created; publication pending

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	223	**Membership Size**:

		As of September 30, 2025.
	$14892.82	**FY25 Revenue ($):** *As of September 30, 2025.*
	1750.87	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	16 voting/2 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	3	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	10	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	LEGAL ASSISTANCE TO MILITARY PERSONNEL (LAMP)
Chair or Co-Chairs:	Chair: Stephen Carpenter, Past Chair: Paul Apple
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Christopher Bhang
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
LAMP addresses matters related to the rendition of appropriate and efficient legal service to members of the armed forces of the United States.	
Strategy to Fulfill Purpose:	
Promoting the objectives of the WSBA with respect to military affairs. Establishing liaison between the WSBA, the Armed Forces of the United States, and federal, state, and local government agencies involved in military and veteran affairs to better serve the legal needs of the servicemembers and their dependents. Providing information to licensed legal professionals, both active duty and reserve. Encouraging continuing legal education to foster the ability to provide legal representation to military personnel, veterans and their dependents within the state of Washington	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Washington State is home to a large military community that is continually seeking legal guidance on significant assortment of legal issues. This community is composed of Veterans, Active Duty and Reserve Servicemembers and their dependents.	
Top 2024-2025 Section Accomplishments:	
Published articles on military areas of interest termed, "Chair`s Corner"	
Held Mini-CLE on Haditha Investigation (1.0 approved credit)	
Paul Apple Attended Charity Event for Veterans in Eastern Washington	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Increase our membership and CLE participation
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Partner with the ATG Military Liaison office to connect other organizations to the community with Legal Help in the form of: Pro Bono Volunteers, Legal Aid Programs, Self-help Materials, Programs in Other States.
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
Click or tap here to enter text.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	

Click or tap here to enter text.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	60	**Membership Size**: *As of September 30, 2025.*
	$2140.09	**FY25 Revenue ($):** *As of September 30, 2025.*
	$776.57	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*

Section Executive Committee Information:	6 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	3	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Cannabis, Liquor and Psychedelics
Chair or Co-Chairs:	Fabiola Jimenez
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney

Purpose:
May be stated in Bylaws, Charter, Court Rule, etc.

The purpose of the Section is to support legal professionals with a shared interest in cannabis, psychedelics, and liquor law by providing continuing legal and other education, fostering professional connections, and creating opportunities for collaboration. The Section also aims to serve as a resource for students exploring these rapidly evolving areas of law while also supporting attorneys practicing in these areas. Through educational programming, networking opportunities, and open forums for discussion, the Section encourages the exchange of ideas and engagement on issues of mutual interest. Additionally, the Section offers guidance to the Bar on proposed legislation, court rules, and other relevant matters, and provides educational resources to

legislators and regulators. Ultimately, the Section is committed to delivering services that benefit both the public and the legal profession
Strategy to Fulfill Purpose:
To fulfill its purpose, the Section's will implement a comprehensive strategy should focused on education, engagement, advocacy, and service. This includes organizing CLEs and webinars tailored to developments in cannabis, psychedelics, and liquor law; fostering networking opportunities through conferences and networking events to connect legal professional; and collaborate with law schools to engage students and emerging practitioners. It will establish working groups or committees to monitor and respond to legislative and regulatory developments, providing timely input to the Bar and policymakers. By staying responsive to emerging trends and community needs, the Section will ensure its initiatives continue to benefit both the legal profession and the public.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section's purpose directly supports the WSBA's mission by equipping legal professionals with the education, resources, and community needed to uphold the integrity of the legal profession and champion justice in emerging and evolving areas of law.
Top 2024-2025 Section Accomplishments:
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Increase membership to a minimum of 75
2	Update Webpage Content: By the end of Q1 2026, update the Section's WSBA webpage to reflect current leadership, mission, resources and upcoming events.
3	Establish working groups/committee to actively engage Section members and streamline the sharing of information, resources and opportunities within the group.

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Launch Public Education Hub: Develop a public-facing legal education hub on the Section's website by Q4 2026, including quarterly webinars or publications.
2	Build Strategic Partnerships: Establish at least 3 formal partnerships with law schools, community organizations, or other WSBA sections by the end of 2026 to support interdisciplinary collaboration.
3	Track Emerging Trends: Implement an annual member survey starting in 2026 to identify emerging legal trends and use the data to guide programming and outreach.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Section is committed to diversity, equity, and inclusion by intentionally seeking input from members with diverse backgrounds, practice areas, and geographic locations. We foster an inclusive culture through open dialogue, shared leadership opportunities, and transparent decision-making.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Support staff has been nothing but wonderful and helpful!

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.

Click or tap here to enter text.	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	67	**Membership Size**: *As of September 30, 2025.*
	$1696.51	**FY25 Revenue ($):** *As of September 30, 2025.*
	$0	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	10 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	3	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	0	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Labor and Employment Law
Chair or Co-Chairs:	Sarah Spierling Mack
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Christopher Bhang
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall be to seek the participation of all members of the Bar interested in labor and employment law, including plaintiff's and defense counsel from both the public and private sectors, to benefit such members, their clients, and the general public.	
Strategy to Fulfill Purpose:	
(A) By providing a forum for members to exchange ideas in all areas of labor and employment law. (B) By establishing an annual CLE conference and multiple smaller CLEs. (C) By providing grants to law students interested in labor and employment law. (D) By undertaking such other services as may be of benefit to the members, the legal profession, and the public.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Section coordinates events that keep practitioners informed on the latest developments in labor and employment law, which promotes competency and ethical practice in the Bar.	
Top 2024-2025 Section Accomplishments:	
We planned, executed and hosted our 24th Annual Labor and Employment CLE, a full day CLE event, in November of 2024.	
We hosted two mini CLEs. The first was about the gig economy and the second was a joint CLE with the Health Law Section, in which we contributed three topics involving employment issues in health-related settings.	
We provided a summer grant to a local law student from Gonzaga University, who spent their summer working in otherwise unpaid L&E positions.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Host 3-4 mini CLEs, and 1 full day CLE conference
2	Provide 2-3 summer grants to law students
3	Create new position, such as social media/communication coordinator, for New Member Liaison to increase involvement on Committee
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Increase activity on Section listserv, maybe seek dedicated social media volunteer.
2	Plan alternatives for Annual CLE conference to decrease costs and increase revenue
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
One of the Section's primary focuses in the 2024-2025 fiscal year was to increase diversity on the Executive Committee, particularly with respect to an increase in representation by attorneys outside of the Seattle metro area. We have been accomplishing that goal with members representing the east and southwest regions of the State. In addition, , in all of our activities, is to increase diversity of	

membership and CLE speakers. We strive to provide speaking and other leadership and development opportunities to those from historically underrepresented backgrounds. The Section also continues to strive to increase access to member benefits and programs for lawyers of moderate means and in the central and eastern parts of the State.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
Click or tap here to enter text.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

Sponsored mini CLE on gig economy	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Co-sponsored mini CLE with Health Law Section	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Produced and sponsored full-day annual CLE	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
$7500 granted to summer law school grantee	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA *To Be Completed by WSBA Sections Team*		
Section Membership Information:	978	**Membership Size**: *As of September 30, 2025.*
	$45550.52	**FY25 Revenue ($):** *As of September 30, 2025.*
	$16395.33	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	18 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	LGBTQ+ Section
Chair or Co-Chairs:	Adriena Clifton
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Alain Villeneuve
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Lesbian, Gay, Bisexual, and Transgender Law Section strives to support understanding among WSBA members of the legal needs of lesbian, gay, bisexual, and transgender residents of Washington, assist LGBT residents and those who represent them, better understand how their legal needs can be met, support research, education and collaboration by section members on issues of sexual orientation and gender identification. Promote the study of LGBTQ+ law and report on changing law and regulations as they affect LGBT people and communities, assist in legislative work and act as a liaison between the WSBA its Board of Governors, LGBTQ+ Organizations, and the public.	
Strategy to Fulfill Purpose:	
The Section fulfills this purpose through direct community engagement opportunities,including social and networking opportunities for members. The Section also provides at least SectionsOctober 1, 2023 – September 30, 2024 (FY24)one CLE for WSBA members each year. The Section has also	

worked with other community focused organizations to promote collaboration on social and networking events.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section's involvement in research and presentation on changing areas of LGBTQ+-specific law promotes continuing knowledge development/sharing and community-specific competence within the legal community – thereby promoting ethical and professional practice, which has an immediate effect on justice for the community and community members as litigants, educators, counsel, judges, and members of the profession generally. The Section further promotes respect and civility within the legal community and between judges, lawyers, staff, and clients. The Section's educational programming includes discussions of best practices to ensure we are meeting the needs of all LGBTQ+ Washingtonians, including addressing implicit and explicit bias and homophobic and transphobic behavior and language in the courtroom. In addition, at our annual meeting each year we strive to discuss issues of professionalism that members may have come in contact with over the past year, ensuring that we are consistently serving our members' needs and addressing membership concerns. We also devote a significant portion of our educational programming to address respectful and inclusive language that further promotes the overall integrity and inclusivity of the profession
Top 2024-2025 Section Accomplishments:
Name Change and Estate Planning CLE
Mocktail Mixer
Digital Privacy CLE
LGBTQ+ Social
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Host more mini CLES**
2	**Host more socials**
3	**Host a drag show in partnership with UW or SU Law**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Boost membership**
2	**Forge connections with QLaw Association**
3	**Continue to establish relationships with law schools**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Section is focused on serving lawyers and legal professionals who serve the LGBTQ+ community, which in itself is a very diverse community comprising individuals and families from various racial, ethnic, religious, national origin, gender, and socioeconomic backgrounds. Our efforts over the past year continued to focus on better serving Section members outside the Seattle area, as well as those in Seattle. We continue to encourage members of the WSBA of all backgrounds to consider joining our section, as well as our section's Executive Committee!

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

5271.46 The monthly Section meetings have included informative updates on broader issues facing the WSBA, as well as the potential impact of these issues on the Section membership, as well as the legal profession within Washington and have helped to ensure that Section members are aware of opportunities to get involved. We look forward to further working with both of our BOG Liaisons and the WSBA staff and Staff Liaison over the coming year.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

$5271.46	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
$1497.24	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
2	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits

Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	125	**Membership Size**: *As of September 30, 2025.*
	Click or tap here to enter text.	**FY25 Revenue ($):** *As of September 30, 2025.*
	Click or tap here to enter text.	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	10 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	4	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Litigation Section
Chair or Co-Chairs:	Tiffany Wilke
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall be to seek the participation of all interested members of the Bar, and of state and local bar associations, in order to benefit such members, their clients and the general public: a. b. c. d. e. 1.3 Limitations By providing the opportunity and forum for the interchange of ideas in the areas at trial advocacy, practice and procedure; By initiating and implementing common projects within said areas; By review of pending legislation and development of proposed statutory enactments to improve and facilitate the administration of justice; By assisting the courts in establishing rules and methods for the more certain and expeditious administration of justice; and By undertaking such other services as may be of benefit to the members, the legal profession and the public.	
Strategy to Fulfill Purpose:	

By conducting CLEs, encouraging mentor/mentee relationships, and hosting "litigation events" to encourage member participation.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Litigation Section is focused on providing access to the justice system by way of education through CLEs, and access through mentor/mentee relationships.	
Top 2024-2025 Section Accomplishments:	
Scholarships to all three WA law schools	
Yearly judicial dinner with the WA Supreme Court	
Hosted CLEs	
Hosted "fireside chat" with the Hon. Michelle Peterson	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Resume mentor/mentee program with our mentors – goal is to encourage participation and place 1-3 mentees with mentors in our section. This is likely to be a goal that will last throughout all of 2025-2026.
2	Another CLE for members and non-members alike which will involve speakers from both our section and from other firms and groups – this will likely take place virtually by October 2026.
3	Plans for another 2026 judicial event with a judicial speaker for networking. Ideally, this will occur by summer 2026.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	More engagement with our members and beyond by way of LinkedIn updates and social media.
2	A focus on generating revenue by way of CLEs.
3	Reviving the mentor/mentee programs.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	

Our section is comprised of a wide variety of demographics in the legal profession (gender, race, practice areas, ages) and we encourage active participation amongst all groups to host, engage, and otherwise lead section-related events.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
We really appreciate WSBA staff attending our meetings! You all are a great help when it comes to knowing specific bylaws and rules that we must abide by, which helps us plan our events and boost our engagement.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

Full-day CLE (September 2025)	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Judicial networking event with Hon. Michelle Peterson; Judicial Dinner with WA Supreme Court	Receptions/forums hosted or co-hosted
Law school scholarships totaling $6,000	$ amount given through donations/scholarships/grants.
WSBA Litigation Section Quarterly Newsletter	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA *To Be Completed by WSBA Sections Team*		
Section Membership Information:	982	**Membership Size**: *As of September 30, 2025.*
	$29070.64	**FY25 Revenue ($):** *As of September 30, 2025.*
	$6112.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	11 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	1	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Real Property, Probate & Trust
Chair or Co-Chairs:	Nathan Smith
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Matthew Dresden
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section is to: (a) Assist our members in achieving the highest standards of competence, professionalism, and ethics in their practices,(b) Assist the Legislature in the enactment and improvement of the laws affecting real property, probate, trusts, and estates and to assist the Judiciary in the just administration of those laws, (c) Support the WSBA with regard to those matters which concern the practice of law in the areas of real property, probate, trusts and estates, and (d) Otherwise serve our members by helping them realize their professional goals.	
Strategy to Fulfill Purpose:	
For FY 2024-2025, the RPPT Section will continue to work with the WSBA to engage and educate members and lawyers in general with high quality online CLEs and an in-person Mid-Year meeting, continue to prepare timely newsletters and provide a listserv and other opportunities for members and lawyers in the community to get involved with education and the general improvement of the	

practice of our areas of law. The Section will further engage with newer members of the Section to advance their practices and encourage their participation in Section activities. The Section will continue to work closely with legislative leaders, the Section's legislative subcommittee and executive committee to ensure that the laws affecting real property, probate, trusts and estate continue to evolve with the practice and provide a good framework for practitioners and meet the needs of the state's general population.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section provides opportunities for member engagement, education, mentoring, and practical support for its members and Washington lawyers in general with an emphasis on providing timely resources for the ever-changing practice of law, responding to requests from legislators and otherwise reviewing pending legislation to address access to justice issues, and developing the next generation of practitioners.
Top 2024-2025 Section Accomplishments:
(1) The Section had a very successful and well-attended Midyear meeting at Semiahmoo in Blaine and continued to provide for hybrid learning through seasonal CLE offerings.
(2) Members of the Section worked together with WSBA leaders and legislators on multiple subcommittees to review and comment on bills for review by the legislature, and to communicate with members regarding pending bills.
(3) The Section engaged new and young lawyers through both its Fellow Program and its Young Lawyer Liaison to the Board of Governors.
(4) The Section continued the publication of its Newsletter by publishing 3 issues.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Publishing quarterly Newsletters to section members**
2	**Clarifying the purpose and content of both the RPPT website and the WSBA RPPT Section page, establishing a file storage and sharing system, and improving the functionality of the RPPT listservs through a new vendor**
3	**Continuing outreach to new lawyers through sponsoring events**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**The Section remains committed to growing its membership enrollment by providing for direct member benefits in continuing education and networking opportunities.**

2	**The Section is interested in developing leadership among new lawyers in its ranks through the use of its Fellows program as a way to increase engagement and participation.**
3	**Continue to work closely with the legislature and WSBA leaders and staff to ensure a robust partnership for the benefit of Washington lawyers and the public on matters of real property, probate and trust.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Section focuses on diversity, equity and inclusion by using multiple means of communicating with members (e.g., Listserv, member emails, newsletter). The Section provides scholarships to members to offset the costs of attending the midyear with a focus on enabling members to attend who otherwise would not be able to.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA staff provides outstanding support to the Section for its activities, initiatives and CLE planning. We appreciate our BOG liaison's involvement by attending meetings and sharing ways that we can provide feedback to the BOG.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Co-sponsored the RPPT Midyear Meeting at Semiahmoo in Blaine and 4 online full-day CLE seminars with WSBA.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1 reception at the Section Midyear meeting.	Receptions/forums hosted or co-hosted
$5,675	$ amount given through donations/scholarships/grants.
3 newsletters published (Summer 2024, Winter 2024, Spring 2025)	Newsletters/publications produced

Click or tap here to enter text.	Mini-CLEs produced
1 event at the Section Midyear meeting	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
The section continued support of the Legislative Tracker project in collaboration with law students, which has been a successful way to increase opportunities for engagement among members and students. The Real Property Council engaged with the following bills, among others: 1081, 1096, 1403, 5129, 5559, 5611 and 5686. The Probate and Trust Council engaged with the following bills, among others: SB 5037, HB 1215, ESSB 5813.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	2174	**Membership Size**: *As of September 30, 2025.*
	$87893.80	**FY25 Revenue ($):** *As of September 30, 2025.*
	$79800.39	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/7 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for*

		vacant positions and terms beginning October 1, 2025 (FY26)

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Senior Lawyers
Chair or Co-Chairs:	David Sprinkle (Chair)
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Lester Parvin Price Jr.
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To provide experienced lawyers a chance to reconnect and provide the larger legal community with news of legal developments of interest to older lawyers and others	
Strategy to Fulfill Purpose:	
Sponsoring and presenting continuing legal education courses	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Dissemination of information of special interest to seniors and others	
Top 2024-2025 Section Accomplishments:	

Newsletter publication
CLEs
Click or tap here to enter text.
Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound
Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.

1	**Recruit a newsletter editor to replace the editor who retired**
2	**Explore rebranding by changing the name of the Section**
3	**Continuing to provide legal education along the lines outlined above**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*

1	**To recruit a larger number of older lawyers and others to the Section and to the Executive Committee**
2	**To honor Brian Comstock's vision for the future of the Section. RIP.**
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

Trying our best to recruit new members from all backgrounds.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA personnel have been very helpful in our efforts to produce quality and interesting CLEs, and in keeping us informed about Bar initiatives of interest. Carolyn MacGregor and Rachel Matz have been outstanding.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*

• *4 mini-CLEs produced*	
1 CLE seminar with reduced fees for Section members	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Publication of our "Life Begins" newsletter – 3 issues	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	231	**Membership Size**: *As of September 30, 2025.*
	$9952.49	**FY25 Revenue ($):** *As of September 30, 2025.*
	$850.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*

	5	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	8	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Solo and Small Practice Section
Chair or Co-Chairs:	Darcel Lobo
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kari Petrasek
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To help solo and small practice attorneys ethically conduct a profitable, satisfying business by acting as a clearing house for qualified law practice management and technology information.	
Strategy to Fulfill Purpose:	
Through online resources, educational materials, networking events and mentoring opportunities	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Our CLEs help lawyers run the business end of their practices ethically and efficiently which in turn fosters better relations with other counsel and the courts. In particular, effective use of	

technology helps lawyers meet their obligations, manage trust accounts and manage communications with clients and opposing counsel. On our list-serve, members frequently solicit advice and share experiences regarding legal issues and how to deal with opposing counsel, courts and staff.
Top 2024-2025 Section Accomplishments:
Hosted 8 mini-CLEs
In Person multi-day conference
Exceeded budget projections for our section
Continued to develop section member resources in members-only website
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Increase membership to 1,000 by 12/31/26**
2	**9 free mini CLEs per year**
3	**Increase in person attendance at annual conference to at least 100 by FY 2024-2025 conference**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Click or tap here to enter text.
2	Click or tap here to enter text.
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
Our membership is as diverse as WSBA membership. We invite minority bar associations to provide liaisons to our EC. We have intentionally reached out across the State to recruit applicants for our EC. Note: At least three of our existing EC members are also members of minority bar associations. Diversity is always one of our goals when selecting speakers for our CLE and webinars.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions*

- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA Liaison has been very helpful. Communication with our section members regarding technology changes/updates could be improved.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$4000	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
8	Mini-CLEs produced
2	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Numerous resources provided to members via our members-only website	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	929	**Membership Size**: *As of September 30, 2025.*
	$41812.30	**FY25 Revenue ($):** *As of September 30, 2025.*

	$13530.82	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	12 voting/4 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	1	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	6	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	WSBA Tax Section
Chair or Co-Chairs:	Cat Connell
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Nam Nguyen (District 10)
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purposes of the Section are to further the knowledge of the members of the Section and the Bar in areas of the law involving federal, state, and local taxation, and to assist in the activities of WSBA and otherwise to further the interest of the WSBA and of the legal profession as a whole.	
Strategy to Fulfill Purpose:	
The Section strives to foster visibility of, and conversation concerning, the practice of tax law. The Section is organized with multiple subcommittees which include various areas of tax law practice. Through those subcommittees, the Section is able to provide more specific, substantive service to members while also providing broad benefit through the Section as a whole. Through Section hosted events, which typically are little to no cost to members, members are provided opportunities involving networking, continuing legal education, and access to notable speakers from across the	

country (including in recent years multiple US Tax Court judges, the IRS Commissioner, and IRS Chief Counsel).

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

Over the years, the Section has made donations to and worked closely with both the UW Law and Gonzaga Law Low-Income Taxpayer Clinics, whose purposes are to provide free representation to low-income taxpayers with federal tax issues. Additionally, the Section has had discussions with both the Washington Department of Revenue and the LITCs about the possibility of developing low-income taxpayer clinics that would provide free representation concerning Washington state tax issues. The Section also sponsors an annual scholarship to a law student who has a demonstrable economic need and interest in practicing tax law in Washington. Further, through the Section's co-chair model, the Section encourages collaboration and conversation by partnering government practitioners with private practice practitioners on both the state and federal side.

Top 2024-2025 Section Accomplishments:

The Taxation Section has continued to build out the Diversity, Equity, and Inclusion subcommittee, which we understand was the first DEI committee among the WSBA sections. This increased investment in DEI led to the development of the PATH mentorship program, which launched in FY24 and continued to grow throughout FY25.

The Section continued its renovation of the website, efforts of which are currently focused on making more educational materials available for members' access, which includes (to the extent possible) archiving past CLE presentations and materials.

The Section was effective in providing timely CLE updates on significant changes in tax law during FY25, which included a significant Washington Supreme Court decision, Washington's May budget bill, OBBBA, and the significant changes to federal taxing authority workforces and structural organizations.

Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound
Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.

1	**The Section will work towards expanding its member events beyond the greater Seattle area, with a particular focus on Spokane. This was an emphasis identified during FY25, which included plans for a US Tax Court meet-and-greet (which unfortunately had to be cancelled due to the Judge's availability). This expanded outreach will include both opportunities for Section members as well as Gonzaga Law students.**
2	**The Section intends to reinstitute an annual law student event. Prior to the COVID-19 Pandemic, the Section had a long history of hosting an annual breakfast with law students. This gave students the opportunity to meet practitioners from across tax practice and gain exposure and insight into the**

	various types of work and opportunities available across tax law, while also giving practitioners the opportunity to meet the next generation of attorneys.
3	**The Section intends to sponsor DEI-focused events and CLEs, ideally in collaboration with other sections.**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Expansion of the PATH Mentorship Program for young tax professionals and law students.**
2	**Establish an annual half-day CLE.**
3	**Establish regular, direct connection and outreach with members beyond western Washington.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

In recent years, the Section created its DEI Committee which developed and launched the PATH Mentorship Program for young tax professionals and law students. Having identified exposure and visibility of tax law as a potential barrier to entry into the practice, the Section intends to explore potential outreach opportunities with universities and high schools, with a focus on underserved and marginalized communities.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Section's appreciation and gratitude for Carolyn MacGregor and Noah Baetge's efforts in supporting our operations cannot be overstated.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA

2	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1 (included WA State tax law update)	Receptions/forums hosted or co-hosted
$5,000 scholarship	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
1	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Sponsor NASBTS membership	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	603	**Membership Size**: *As of September 30, 2025.*
	$20086.25	**FY25 Revenue ($):** *As of September 30, 2025.*
	$13963.38	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	27 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*

	24	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	World Peace Through Law
Chair or Co-Chairs:	Bridgett Fisher
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The World Peace Through Law section promotes education on and discussion of law, peace, and human rights. The Section seeks to promote the rule of law and peaceful dispute resolution among states. The section promotes fostering education on public international law and human rights.	
Strategy to Fulfill Purpose:	
The Section provides a forum for ideas and collaboration about law, peace, and human rights. The Section offers educational opportunities, such as Continuing Legal Education (CLE) as well as non-CLE programs and supports other efforts to study and promote law, peace, and human rights.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	

The WPTL Section's purpose is to serve the public and members of the Washington State Bar Association by advocating the need to protect worldwide human rights through the law.
Top 2024-2025 Section Accomplishments:
The Section produced CLEs free of charge for members.
The Section built connections with possible speakers and other sections for future collaboration and content.
The Section collaborated with other sections to produce and co-sponsor CLE content with broader appeal across sections.
Click or tap here to enter text.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Sponsor and promote CLEs with WSBA's MCLE Department and collaborate with other sections of the WSBA.**
2	**Actively recruit more members to participate in the Section.**
3	**Continue to improve upon the number of programming initiatives from past years.**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase engagement with Section members by holding networking events.**
2	
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
The Section has an active Listserv where we continuously seek input from our members. Our Executive Committee made an active effort to include CLEs and other programs which highlighted diverse populations.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison*

- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Section collaborates well with the WSBA staff. The WSBA staff members are responsive and are always available to assist the Section. We wouldn't be able to achieve our goals without the help and support of the WSBA staff. We're looking forward to another year of strong partnership and collaboration.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	104	**Membership Size**: *As of September 30, 2025.*
	$3595.22	**FY25 Revenue ($):** *As of September 30, 2025.*

	$224.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	9 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Chief Hearing Officer/Hearing Officer Panel
Chair or Co-Chairs:	Randolph Petgrave III (Chief Hearing Officer)
Staff Liaison: *(include name, job title, and department if known)*	Nina Crosby, Assistant General Counsel, OGC
Board of Governors Liaison:	NA

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

Rules for Enforcement of Lawyer Conduct (ELC) Rule 2.5 sets out the hearing officers' functions and purpose. Hearing officers conduct lawyer discipline settlement conferences, lawyer discipline hearings, lawyer disability hearings, and other functions under the ELCs. In fiscal year 2025, we had 23 hearing officers. ELC 2.5(e)(2) sets out the chief hearing officer's duties and authority. The chief hearing officers' duties and authority include, but are not limited to, hearing matters and assigning cases to hearing officers. The chief hearing officer also attends the Discipline Advisory Round Table Meetings and participates as an ex-officio member of the Disciplinary Selection Panel. This report summarizes the chief hearing officer's ELC 2.5 duties.

Strategy to Fulfill Purpose:

A. Hearing Matters

The chief hearing officer can hear matters. I conducted four hearings during this fiscal year.

B. Assign Cases

The chief hearing officer assigns hearing officers and settlement hearing officers to individual proceedings from those the Washington Supreme Court appoints to the list. I appointed 40 hearing officers and 24 settlement hearing officers between October 1, 2024, and September 30, 2025.

I receive a weekly report listing the cases needing hearing officer and settlement hearing officer assignments. The Formal Complaints are placed in a Box folder so that I can access them as needed. I review the information and contact hearing officers who do not have current assignments. I have attempted to broaden the experience of all hearing officers by assigning them equally to settlement conferences, as well as to disciplinary and disability proceedings. To this extent I feel I have been successful.

Fortunately, most disciplinary hearings only require two to three days, which is easier for hearing officers to accommodate.

C. Monitor and Evaluate Hearing Officer Performance

I monitor and evaluate hearing officer performance through frequent contact with the hearing officers and through review of written orders and decisions.

D. Hear Motions for Hearing Officer Disqualification

Per ELC 10.2(b)(1), the parties can request hearing officer removal without cause once in each proceeding. In addition, under ELC 10.2(b)(2), the parties may move to disqualify a hearing officer for cause.

Throughout the fiscal year 2025, I appointed a new hearing officer 3 times when a party requested removal without cause. I decided on 0 motions requesting for cause removal.

E. Hearing Pre-Hearing Motions When No Hearing Officer Assigned

Throughout the fiscal year 2025, I decided on motions for orders of default, motions deferring discipline proceedings, motions objecting to investigative inquiries and investigative subpoenas, and approved stipulations. I have entered approximately five of these orders.

F. Hear Motions for Protective Orders Under Rule 3.2(e)

I decided on 0 motions for protective order this year.

G. Hear Motions Prior to Matter Being Ordered to Hearing, Including While a Grievance is Being Investigated

I received 1 of these motions this fiscal year.

H. Hear Requests for Amendment of Formal Complaint Under Rule 10.7(b)

I did not decide on any motions under this rule this fiscal year.

I. Approve Stipulations to Discipline not Involving Suspension or Disbarment as Provided by Rule 9.1(d)(2)

The chief hearing officer approves stipulations when a hearing officer has not been appointed. I approved approximately 2 stipulations during this fiscal year.

J. Respond to Hearing Officer Requests for Information or Advice Related to Their Duties

I responded to frequent requests from hearing officers for information or advice relating to to their duties. These requests include, but are not limited to, information or advice on how to control participant behavior and conduct efficient hearings and/or settlement conferences.

K. Supervise Hearing Officer Training in Accordance with Established Policies

In October 2024, we conducted an orientation training for our new hearing officers. Additionally, the hearing officer panel was invited to attend Regulatory School on October 9, 2025, which is a training targeted for all regulatory volunteers. The hearing officers were also sent intermittent reminders and a quick guide on procedures and policies.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The hearing officer panel and chief hearing officer ensure integrity of the legal profession by acting as a vital role in the lawyer discipline process by upholding and enforcing standards that reinforce the public trust and integrity of the legal profession. Through impartial review and decision making, the chief hearing officer and hearing officer panel help effectively ensure a fair balance between protecting the public from harm and ensuring due process for WSBA members.	
2024-2025 Accomplishments:	
A new policy and procedure was implemented this fiscal year regarding ADA reasonable accommodation requests during formal proceedings. To address the differing structures and responsibilities in the disciplinary system, the WSBA implemented this new policy. Once a disciplinary matter is ordered to formal proceedings, the hearing process is governed by rules that mirror judicial proceedings. Accordingly, the primary decision-maker for accommodation requests during formal proceedings will be the CHO, consistent with the structure and intent of General Rule (GR) 33, which governs disability accommodations requests in court procedures and provides that accommodation requests be made to the presiding judge. It is within the CHO's express authority under ELC 2.5(e)(2)(L) to ensure an efficient and effective hearing system. In fulfilling this role, the policy sets out that the CHO shall coordinate reasonable accommodations during formal disciplinary hearings as necessary. I met with the WSBA's Office of General Counsel to discuss this new policy and procedure, providing my feedback before implementation.	
This fiscal year, 40 hearing officers and 24 settlement hearing officers were appointed. This is an increase from last year, when 26 hearing officers and 12 settlement hearing officers were appointed. This is an accomplishment as we had ample amount of hearing officers able and willing to take on the increasing volume of matters.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	**Efficient Assignment of Hearing Officers** **Specific**: Hearing officers are typically assigned to hearings which last about 2-3 days. These typical hearings are not difficult to find hearing officers to assign. However, hearings that last longer may present a challenge in finding a hearing officer to assign. As such, I often consider assigning myself to such longer hearings. Thus, I want to explore bifurcating proceedings that exceed one week to avoid undue hardship on hearing officers. **Measurable**: Track the number of proceedings that last longer than the typical 2-3 days and track the number of cases that may be bifurcated. **Achievable**: In workers' compensation cases at the administrative level with the Board of Industrial Insurance Appeals, cases are commonly bifurcated. As such, I will mirror this approach. **Relevant**: This is relevant as it reduces the burden on hearing officers and me, and ensures proceedings are managed efficiently, which is one of the chief hearing officer's duties and authority under ELC 2.5(e)(2)(L).

	Time-bound: Implement this strategy throughout the 2026 fiscal year as such hearings arise.
2	**Conduct Annual Hearing Officer Training** **Specific**: Conduct training for all hearing officers, providing training on DEI (such as bias in decision making), new RPCs and advisory opinions to be mindful of, the new disability accommodation policy, and reviewing key decisions from the prior fiscal year. **Measurable**: Conducting the hearing officer training can be measured by ensuring it occurs this fiscal year and tracking the number of attendees. **Achievable:** Achieving this goal will require **a**dequate planning and coordination with WSBA staff, reviewing key decisions, and coordination with the hearing officers. **Relevant**: This is relevant as it is one of the chief hearing officer duties and authority under ELC 2.5(e)(2)(K) and helps enhance hearing officers' skills and abilities to fulfill their roles. **Time-bound**: Complete the training by the end of the fiscal year.
3	**Equal Assignment of Matters** **Specific**: Broaden the experience of all hearing officers by assigning them equally to settlement conferences, as well as to disciplinary and disability proceedings. **Measurable:** Track the distribution of case types assigned to each hearing officer. **Achievable:** This goal is achievable through a thoughtful and meticulous approach in assigning matters, reviewing which kind of matters a hearing officer has been previously assigned to and determining whether diversification of matters is needed. **Relevant:** This goal helps ensure hearing officers gain wide-ranging experiences. **Time-bound:** This will be implemented throughout the fiscal year, with perhaps a quarterly check-in to review and determine which hearing officers have been assigned to which kind of matters to determine whether adjustments should be made the following quarter.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	A long-term goal/priority is to increase recruitment efforts for new volunteer hearing officers. This fiscal year, only one new hearing officer applied and was appointed. Recruiting more qualified volunteers is essential to sustaining the effectiveness of our hearing process and ability to assign matters.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
Hearing officers address diversity in their decision-making through an unbiased approach that is rooted in hearing matters on the merits and facts. Hearing officers were invited and attended the regulatory school luncheon, where they watched a video focused on diversity. Additionally, the annual hearing officer training has historically emphasized DEI and will continue to do so in its upcoming training. The hearing officer training helps reinforce the importance of recognizing and mitigating implicit bias, ensuring decisions are fair, impartial, and respectful of diverse backgrounds and perspectives.	

Entity Detail & Demographics Report: ***To Be Completed by WSBA Manager of Volunteer Engagement***	
Size of Entity: *(Include voting and non-voting members)*	1 Chief Hearing Officer, 23 Hearing Officer Panel Members
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	n/a
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	6
Budgeted Direct Expenses: *As of September 30, 2025.*	$45,000
Total FTE Support:	.13 FTE
Indirect Expenses: *As of September 30, 2025.*	$23,702

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	No	62%
	Yes	5%
	Chose Not to Respond	33%
District*	0	9%
	1	5%
	2	9%
	3	9%
	5	9%
	6	24%
	7N	14%
	8	9%
	9	9%
Ethnicity	Asian – East Asian	5%
	Black/African American/African Descent	5%
	Hispanic/Latinx	5%
	Multi Racial/Bi Racial	5%
	White or European Descent	52%
	Chose Not to Respond	28%
Gender	Female	19%

	Male	48%
	Non-Binary	5%
	Chose Not to Respond	28%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	5%
	Heterosexual	48%
	Chose Not to Respond	48%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Judicial Recommendation Committee
Chair or Co-Chairs:	Ling Zhuang
Staff Liaison: *(include name, job title, and department if known)*	Sanjay Walvekar, Legislative Affairs Manager, COMM
Board of Governors Liaison:	Alain Villeneuve, Kevin Fay
Purpose of Entity: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Judicial Recommendation Committee (JRC) derives its authority from the Bylaws of the WSBA. The JRC screens and interviews candidates for state Court of Appeals and Supreme Court positions. Recommendations are reviewed by the WSBA Board of Governors (BOG) and referred to the Governor for consideration when making judicial appointments. Per the JRC Guidelines, "[t]he proceedings and records of the committee, including the comments of applicants, committee discussions, and committee votes, shall be kept strictly confidential."	
Strategy to Fulfill Purpose:	
The JRC screens and interviews candidates for the state's appellate courts, the Washington Supreme Court and the Washington State Court of Appeals. Thereafter, it makes recommendations to the BOG. Following Board approval, the recommendations are sent to the Washington State Governor's Office as part of the committee's role of preparing and maintaining a list of individuals who are well-qualified for and interested in appointment to the appellate bench. to enter text.	
How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The JRC's work directly benefits the public, members of the Bar, and the legal profession by providing the Governor's office with recommendations that help it make informed and quality judicial appointments.	
2024-2025 Accomplishments:	

The JRC held four meetings in which it evaluated ten candidates. The JRC's recommendations were passed on to the Board of Governors which concurred with the JRC. These recommendations were then given to the Governor's office.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Continue to offer a thorough and fair process aimed at ensuring well-qualified candidates are presented to the Governor's office for open positions to the Washington Supreme Court and Court of Appeals.
2	Continue to educate committee members about the importance of reference check assignments, meeting attendance, and ability to make quorum.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	The committee is currently in the process of modifying the interview format to provide an equal opportunity for candidates to earn a "well-qualified" rating. The committee hopes to finalize its recommendations on this topic for BOG approval in the FY26 fiscal year.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
A diversity of perspectives is embedded in the JRC Guidelines under "Composition," for selection of committee members. The committee received a training from the WSBA's Diversity, Equity, and Inclusion team at the JRC's first meeting of the fiscal year. In addition, some of the criteria the committee considers when recommending a candidate are related to a commitment to diversity.	
Please share feedback regarding the support and engagement provided by WSBA. *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
The JRC guidelines require a BOG liaison to attend each JRC meeting and JRC recommendations are considered by the BOG periodically throughout the year.	
Entity Detail & Demographics Report: ***To Be Completed by WSBA Manager of Volunteer Engagement***	
Size of Entity: *(Include voting and non-voting members)*	22
Number of Vacancies for FY26:	9

The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.	
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	11
Budgeted Direct Expenses: *As of September 30, 2025.*	$2,250
Total FTE Support:	.25 FTE
Indirect Expenses: *As of September 30, 2025.*	$38,354

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	5%
	No	78%
	Chose Not to Respond	17%
District*	0	9%
	1	5%
	2	5%
	4	5%
	5	17%
	6	5%
	7N	26%
	7S	5%
	8	9%
	9	12%
	Unknown	5%
Ethnicity	Asian – East Asian	9%
	Asian – South Asian	5%
	Black, African American or African Descent	12%
	Hispanic or Latinx	5%
	White or European Descent	55%
	Chose Not to Respond	12%
Gender	Female	39%
	Male	49%
	Chose Not to Respond	12%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	9%

Heterosexual	61%
Chose Not to Respond	30%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Law Clerk Board
Chair or Co-Chairs:	Christell Casey
Staff Liaison: *(include name, job title, and department if known)*	Katherine Skinner, Law Clerk Program Lead, RSD
Board of Governors Liaison:	Mary Rathbone
Purpose of Entity: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Law Clerk Board (LCB) supervises the Law Clerk Program under Rule 6 of the Washington Supreme Court's Admission and Practice Rules (APR). The purpose of the LCB is to assist the WSBA in supervising the APR 6 Law clerk Program (Program).	
Strategy to Fulfill Purpose:	
The LCB considers applications for enrollment in the program, interviews and evaluates law clerks and tutors during their course of study, and certifies that law clerks have successfully completed the program thereby meeting the educational requirement for the lawyer bar examination in Washington state.	
How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The LCB serves the public and members of the bar by assisting law clerks through a rigorous program to become members of the bar themselves. The LCB monitors the law clerks as they progress through the Program to ensure they are meeting requirements in APR 6 so they are as prepared for practice as a traditional law school student would be. The Law Clerk Board is working to increase outreach efforts in rural counties in the state to increase access to justice	
2024-2025 Accomplishments:	
The Law Clerk Board voted to recommend suggested amendments to APR 6 and the related regulations to the supreme court.	

The Law Clerk Board submitted a recommendation to amend the program regulations which were approved by the Board of Governors (BOG) and are effective as of September 26, 2025.
The Law Clerk Board reviewed and interviewed 44 applicants, supported up to 130 law clerks each month, completed 27 first year evaluations and 21 fourth year evaluations.
The Law Clerk Board supported staff to create, implement and participate in a new annual law clerk celebration. The celebration recognized law clerks that completed the program in 2024 and some in 2025.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.

SMART Goals are: Specific, Measurable, Relevant and Time-Bound

1	Create liaison guidelines to better support the law clerks and tutors.
2	Update the existing jurisprudence reading list.
3	Increase board size to better support the ever-growing program.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	Program expansion in rural communities
2	Continue reviewing the regulations to better support the law clerks during their enrollment in their preparations for sitting for the bar examination
3	Researching and preparing for the NextGen bar exam to help educate law clerks and tutors going forward in their programs.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The Law Clerk Program itself provides an alternative to law school for legal education for those who may have barriers to attending law school. The LCB hopes to increase the diversity of the law clerks enrolled in the Program. The LCB seeks board members who represent diversity in geography as well as members who self-identify as individuals that are underrepresented in the legal profession. The LCB seeks to have a diverse group of board members to bring a variety of perspectives to the Program.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA staff provide technology assistance when needed for participants and Board members. The LCB is assigned at least one BOG liaison that is invited to each LCB meeting. The BOG liaison takes what they learn in the meetings to meetings with the BOG and is able to share the knowledge they have on behalf of the LCB as needed.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	11
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	5
Number of Applicants for FY25: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	7
Budgeted Direct Expenses: *As of September 30, 2025.*	$8,000
Total FTE Support:	.33 FTE
Indirect Expenses: *As of September 30, 2025.*	$50,891

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	8%
	No	75%
	Chose Not to Respond	17%
District*	0	8%
	1	17%
	2	8%
	4	17%
	5	17%
	6	8%
	7N	%
	7S	17%
	8	8%
Ethnicity	American Indian	8%
	Asian – East Asian	8%

	White or European Descent	67%
	Chose Not to Respond	17%
Gender	Female	50%
	Male	33%
	Chose Not to Respond	17%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	8%
	Heterosexual	50%
	Chose Not to Respond	42%

The Yes/No response for the Sexual Orientation category is data from a previous demographic question 'Do you open identify as a sexual minority to include the following: gay, lesbian, bisexual, transgender?' This question was on the volunteer application when some of the current members submitted their application and therefore, is still included.

WASHINGTON STATE BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Note: The Task Force concluded its work and was sunset in August 2025.

Name of Entity:	Legal Technology Task Force
Chair or Co-Chairs:	Jenny Durkan
Staff Liaison: *(include name, job title, and department if known)*	Kevin Plachy, Director of the Advancement Department; Margeaux Green, Practice Management Advisor. Both in Advancement Department
Board of Governors Liaison:	Kari Petrasek, Jordan Couch

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Legal Technology Task Force, led by Jenny Durkan, was created in response to the Board of Governors' recognition in November 2023 of the transformative impact of technology, particularly artificial intelligence (AI), on the legal profession. As one of its four strategic priorities for the 2023-24 fiscal year, the BOG set the goal to "assess technology-related opportunities and threats and determine WSBA's role vis-a-vis regulation, consumer protection, and support to legal professionals." The 15-month Task Force was charged with assessing the legal technology landscape, identifying both threats and opportunities, and making recommendations that promote the ethical and effective use of technology, while enhancing equitable access to justice. To achieve these objectives, the Task Force divided its work into four key areas: 1) Key Emerging Technologies, 2) Impacts on Practice, Access to Justice, and Consumer Protection, 3) Impact on Courts, Court Rules, and Procedures 4) Education and Ethics. The work of the Task Force concluded in August 2025, with the final report and recommendations submitted and presented to the Board of Governors at the September 2025 BOG meeting.

Strategy to Fulfill Purpose:

1) Engaged in monthly meetings and regular workgroup updates. 2) Distributed a member survey to 10,000 WSBA members. 3) Analyzed survey responses and published the member survey results. 4) Provided an interim report and survey presentation to the Board of Governors. 5) Workgroups submitted final reports with findings and recommendations. 6) Drafted the final report and recommendations through a Report Writing Workgroup, meeting almost weekly from January to June 2025. 7) Updated the Member Engagement Council through quarterly reports (March and June

2025). 8) Submitted and presented the final report and recommendations to the WSBA Board of Governors in September 2025.
How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
1) The Task Force assessed the legal technology landscape across various sectors of the legal profession—including private practice, courts, public interest, and legal education. By identifying threats and opportunities, the Task Force provided the WSBA with recommendations on how to integrate technology in ways that benefit members and the public. 2) The Task Force's charter guided its work using the Washington State Supreme Court's Access to Justice Tech Principles. 3) Input was actively sought from WSBA members through a survey designed to understand their use of and challenges with technology, including analysis of demographic groups to determine disparate impacts. This feedback informed final recommendations on how technology can support and enhance access to justice while promoting the ethical use of innovative tools within the legal profession.
2024-2025 Accomplishments:
1) The Legal Technology Task Force completed its 15-month charge and concluded its work in August 2025.
2) Final report and recommendations were submitted and presented to the WSBA Board of Governors at the September 2025 meeting.
3) Workgroups finalized and submitted reports with findings and recommendations.
4) The Task Force published the WSBA Legal Technology Survey Report, analyzing member input on technology adoption and challenges.
5) Provided an interim to the Board of Governors and quarterly updates to Member Engagement Council throughout the year.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*

1	N/A – The Task Force concluded its work in August 2025.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	N/A – The Task Force concluded its work in August 2025.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*

The Task Force addressed diversity, equity, and inclusion by ensuring broad representation in its membership, which included attorneys from diverse practice areas, career stages, geographic locations, and marginalized communities. Guided by the Washington State Supreme Court's Access to Justice Tech Principles, the Task Force fostered inclusive decision-making through diverse workgroups and actively solicited input from all members. It also gathered member feedback through a survey developed to analyze impacts to particular demographic groups to ensure its recommendations reflected the needs of WSBA members.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The dedication and expertise of our Task Force members—including ad hoc contributors and law students—were instrumental in producing a thorough and forward-looking final report. The Board of Governors, especially through our liaisons Kari Petrasek and Jordan Couch, as well as the Member Engagement Council, remained highly engaged and responsive throughout the process. Thanks largely to the coordination efforts of staff liaisons Kevin Plachy and Margeaux Green, the Task Force benefited from strong coordination with the Committee on Professional Ethics and other WSBA departments, which helped ensure our recommendations were practical and aligned with broader organizational goals. The successful deployment and analysis of the WSBA Legal Technology Survey provided valuable insights and helped shape our final recommendations. The Task Force staff liaisons, Kevin Plachy and Margeaux Green, were not only supportive from a logistical and administrative perspective, but also served as de facto members, enhancing the quality and substance of the Task Force's work and final report. Thanks to the collective efforts of all involved, the Task Force was able to navigate complex issues, deliver meaningful recommendations, and complete its work on schedule.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	*28*

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Legislative Review Committee
Chair or Co-Chairs:	Matt LeMaster
Staff Liaison: *(include name, job title, and department if known)*	Sanjay Walvekar, Legislative Affairs Manager, COMM
Board of Governors Liaison:	Emily Arneson

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The WSBA Legislative Review Committee (Committee) reviews internal legislative proposals before making a recommendation for sponsorship or support to the Board of Governors (BOG). The Committee's primary purpose is to ensure that WSBA-request legislation fulfills GR12 and is vetted both internally and externally. The Committee may also consider non-WSBA proposals submitted to the committee for the purpose of seeking WSBA input and support. WSBA-request bills approved by the Board are introduced in the upcoming legislative session.

Strategy to Fulfill Purpose:

The Committee determines if a legislative proposal fulfills GR 12.2. If the Committee determines a legislative proposal fulfills GR 12.2 the Committee conducts a thorough analysis of the issue, discusses details with the WSBA entity offering the proposal, and ensures input is included from a broad stakeholder network.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The Committee serves the public, members of the Bar, and the legal profession by vetting and recommending legislation that improves the practice of law and the administration of justice.

2024-2025 Accomplishments:

The Committee received and reviewed a legislative proposal from the Business Law Section's Corporate Act Revision Committee (CARC) and forwarded these proposals to be reviewed by the BOG for WSBA request legislation. The Committee vetted CARC's proposal and determined that it fulfilled GR 12.2 requirements and had been vetted appropriately both internally and externally of

WSBA. The Committee conducted a thorough analysis of relevant issues and discussed details with representatives of CARC. Then, the Committee voted to recommend sponsorship of the proposal. This recommendation was approved by the BOG, reached final passage, and was signed into law by Governor Ferguson during the 2025 legislative session.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.

SMART Goals are: Specific, Measurable, Relevant and Time-Bound

1	The Committee will continue to work collaboratively with WSBA entities to thoroughly vet and analyze legislative proposals impacting the practice of law and our justice system.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	The committee's role in evaluating proposals for GR 12 compliance will likely not continue. A priority for the committee will be to navigate a new role in solely providing stakeholder feedback vetting and analysis.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

Committee appointments follow WSBA's diversity guidelines and the Committee includes representatives from multiple districts, a variety of practice areas, new/young lawyers, gender, race/ethnicity and other factors. Although it has a narrow focus, the Committee strives to include all members' perspectives and achieve consensus decision-making.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Committee utilizes the expertise of the WSBA's Legislative Affairs Manager and Legislative Affairs staff in all of the committee's work. The Committee also works closely with the BOG Governor assigned to ensure that it considers a BOG perspective in how the committee accomplishes its work. The Committee is critical in using its expertise to ensure the BOG only receives properly worked and vetted proposals before the Committee votes to recommend that the BOG support, sponsor, etc. legislation proposals and that recommendation is ultimately considered by the BOG at its November meeting. The BOG could work with the Committee to consider ways the Committee and BOG can better serve WSBA sections in helping with legislative proposals that impact the practice of law.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	35 max.
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	Appx. 10
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	14
Budgeted Direct Expenses: *As of September 30, 2025.*	$1,250
Total FTE Support:	.20 FTE
Indirect Expenses: *As of September 30, 2025.*	$28,977

FY25 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily and individuals had the option to not respond to any or all of the factors below.

Disability	No	10%
	No	60%
	Chose Not to Respond	30%
District*	0	10%
	2	40%
	3	10%
	6	20%
	7N	10%
	9	10%
Ethnicity	Black, African American or African Descent	10%
	White or of European Descent	70%
	Chose Not to Respond	20%
Gender	Female	20%
	Male	60%
	Non-Binary	10%
	Chose Not to Respond	10%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	10%
	Heterosexual	60%
	Chose Not to Respond	30%

Limited License Legal Technician Board

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	No	64%
	Yes	27%
	Chose Not to Respond	9%
District*	0	18%
	1	9%
	2	27%
	3	9%
	7N	9%
	8	9%
	9	18%
Ethnicity	White or European Descent	91%
	Chose Not to Respond	9%
Gender	Female	55%
	Male	36%
	Chose Not to Respond	9%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	9%
	Heterosexual	73%
	Chose Not to Respond	18%

The Yes/No response for the Sexual Orientation category is data from a previous demographic question 'Do you open identify as a sexual minority to include the following: gay, lesbian, bisexual, transgender?' This question was on the volunteer application when some of the current members submitted their application and therefore, is still included.

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Limited License Legal Technician (LLLT) Board
Chair:	Steve Crossland
Vice Chair:	Nancy Ivarinen
Staff Liaison: *(include name, job title, and department if known)*	Cathy Biestek, Managing Regulatory Counsel, WSBA Regulatory Services Department
Board of Governors Liaison:	Tom Ahearne

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The LLLT Board derives its authority from the Washington Supreme Court under Rule 28 of the Admissions and Practice Rules (APR). The purpose of the LLLT Board is to oversee the LLLT license program, perform the responsibilities provided in APR 28(C)(2), including handling grievances and enforcing discipline against LLLTs under the applicable ethics and procedural rules.

Strategy to Fulfill Purpose:

The LLLT Board meets approximately six times a year to discuss topics of concern or that are relevant to the LLLT license and to accomplish responsibilities provided in APR 28(C)(2), including but not limited to proposing rule changes, addressing LLLT discipline issues, developing forms for LLLT use, and developing CLEs relevant to LLLT scope of practice. The LLLT Board has several committees serving various functions, including the Family Law Practice Area Committee, the Discipline Committee, the Nominations Committee, the Limited License Review Committee, and the Rules Committee, which also includes a Planning subcommittee.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The LLLT Board serves the public by overseeing the LLLT license. Practicing LLLTs provide limited legal services in the practice area of domestic relations. Many LLLTs report serving primarily clients of low and moderate means, as well as providing pro bono services. The LLLT Board ensures the integrity of the legal profession by administering the LLLT discipline system, including handling grievances against LLLTs.

2024-2025 Accomplishments:	
Developed and conducted required supplemental education for LLLTs on the topic of Agreed Minor Guardianship Actions.	
LLLT Board Limited License Review Committee met monthly, gathering and reviewing information on limited legal license types in an increasing number of other states and assessing the LLLT license against the information gathered about other limited license types to help inform possible improvements to the LLLT license and applicable rules.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	The Planning subcommittee of the Rules Committee will review the final recommendations of the Limited License Review Committee and propose to the LLLT Board corresponding amendments to APR 28 and the Regulations.
2	The LLLT Board will consider and vote on recommended amendments to APR 28 and Regulations that are submitted by the Planning subcommittee and present those recommended amendments, including, but not limited to, reinstating licensing of new LLLTs or equivalent, to the WSBA Board of Governors and the Washington Supreme Court.
3	Collaborate with the Committee on Professional Ethics to suggest amendments to the LLLT Rules of Professional Conduct (LLLT RPC), as needed.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Present recommended amendments, including, but not limited to, reinstating licensing of new LLLTs or equivalent, to the Washington Supreme Court.
2	Create forms and continuing legal education to support LLLT practice in domestic relations.
3	Collaborate with WSBA staff to suggest amendments to the Rules for Enforcement of Limited Practice Officer Conduct (ELPOC), as needed.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*	
The LLLT Board, in collaboration with the WSBA, will work to recruit diverse applicants to the LLLT Board. The LLLT Board seeks LLLT input via surveys and open invites to LLLT Board meetings.	
Please share feedback regarding the support and engagement provided by WSBA. *For example:*	

• *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
The LLLT Board has a positive, collaborative relationship with WSBA Staff and BOG liaison. WSBA CLE has sponsored MCLE credit for the LLLT Board's required supplemental education for LLLTs.

Entity Detail & Demographics Report: ***To Be Completed by WSBA Manager of Volunteer Engagement***	
Size of Entity: *(Include voting and non-voting members)*	11
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	4
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	5
Budgeted Direct Expenses: *As of September 30, 2025.*	$11,500
Total FTE Support:	.33 FTE
Indirect Expenses: *As of September 30, 2025.*	$53,874

WASHINGTON STATE
BAR ASSOCIATION

LIMITED PRACTICE BOARD ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

Name of Entity:	Limited Practice Board
Chair or Co-Chairs:	Angela Balconi (pending Court appointment)
Staff Liaison:	Cathy Biestek, Managing Regulatory Counsel, WSBA Regulatory Services Department
Board of Governors Liaison:	Todd Bloom

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Limited Practice Board (LPB) derives its authority from the Washington Supreme Court under Rule 12 of the Admission and Practice Rules (APR). The purpose of the LPB is to oversee the Limited Practice Officer (LPO) license program and to work with the Washington State Bar Association (WSBA) and others to create and grade the LPO examinations for admission to practice law as an LPO, approve standard forms for use by LPOs, and to handle grievances and enforce discipline under the applicable ethics and procedural rules.

Strategy to Fulfill Purpose:

The LPB meets four to six times per year to develop and grade the LPO exam and to discuss topics of concern or that are relevant to the LPO license. The LPB has several committees serving various functions. The Discipline Committee handles the resolution of grievances against LPOs in accordance with the Rules for Enforcement of LPO Conduct (ELPOC). The Forms Committee reviews, edits, and creates standard forms used by LPOs that are submitted to the LPB for approval. The LPO Examination Committee identifies, with Court approval, subjects to be covered on the LPO examination and develops and updates exam questions. The Rules Committee reviews rules related to the LPO license, drafts amendments or new rules when necessary and makes recommendations to the LPB regarding suggested rule changes. The Liaison Committee establishes and maintains communication with entities both inside and outside of the WSBA, including the Supreme Court, the WSBA Board of Governors, and the Department of Financial Institutions.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The LPB serves the public by overseeing the LPO license, including (1) preparing and grading the LPO examinations that are administered by the WSBA twice a year, and (2) drafting, updating, editing, and approving forms used by LPO. The LPB ensures the integrity of the legal profession by administering the LPO discipline system, including handling grievances against LPOs. The LPB champions justice by helping make certain legal services (real estate closings) more affordable than

they likely would be if performed only by attorneys and therefore accessible by a broader percentage of the population.
2024-2025 Accomplishments:
Prepared and graded the February 2025 and July 2025 LPO Examinations.
Approved revision of the LPO Exam Study-Topic List and submitted revised list to Court for approval per APR 12(b)(2)(A), where it is currently pending at time of drafting this report.
Processed grievances against LPOs in a timely manner.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*

1	Prepare and grade February 2026 and July 2026 LPO Examinations.
2	Assess LPO examination content, format, grading, and pass score requirements under APR 4(f) against current information regarding the preparation and grading of professional exams to determine whether any changes to rules or practices relating to the LPO exam and LPO admission should be proposed.
3	Collaborate with the Committee on Professional Ethics to suggest amendments to the Limited Practice Officer Rules of Professional Conduct (LPORPC), as needed.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	Based on assessment described in FY26 Goal No. 2 above, propose any needed changes to rules or practices relating to the LPO exam and LPO admission.
2	Collaborate with WSBA staff to suggest amendments to the Rules for Enforcement of Limited Practice Officer Conduct (ELPOC), as needed.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?*
The required qualifications to sit for the LPO examination under APR 3 are to be of good moral character, possess the requisite fitness to practice law, and to be at least 18 years of age. As a result, the pathway to acquiring an LPO license is accessible to a broad and diverse applicant pool. The LPB, in collaboration with the WSBA, works to update the LPO examination questions and the study-topic list to ensure the LPO examination is a fair and equitable method of licensing qualified applicants as LPOs. The LPB, in collaboration with the WSBA, will work to advertise and do outreach regarding the LPO license and the LPB with the goal to increase diversity in LPO and LPB applicants.

Please share feedback regarding the support and engagement provided by WSBA. *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
The LPB has a positive, collaborative relationship with WSBA staff.

Entity Detail & Demographics Report: ***To Be Completed by WSBA Manager of Volunteer Engagement***	
Size of Entity: *(Include voting and non-voting members)*	9
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	2
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	5
Budgeted Direct Expenses: *As of September 30, 2025.*	$4,000
Total FTE Support:	.33 FTE
Indirect Expenses: *As of September 30, 2025.*	$53,521

Limited Practice Board

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	No	100%
	Chose Not to Respond	0%
District*	0	29%
	2	29%
	3	14%
	7S	14%
	8	14%
Ethnicity	White or European Descent	100%
	Chose Not to Respond	0%
Gender	Female	71%
	Male	29%
	Chose Not to Respond	0%
Sexual Orientation	Heterosexual	58%
	Chose Not to Respond	42%

To: Washington Supreme Court
From: MCLE Board
Date: October 17, 2025
RE: 2024-2025 MCLE BOARD ANNUAL REPORT

Background & Purpose

The 2024-2025 MCLE Board Annual Report summarizes the work of the MCLE Board during the WSBA fiscal year 2025 which runs from October 1, 2024, through September 30, 2025. The Mandatory Continuing Legal Education (MCLE) Board derives its authority from the Washington Supreme Court. Under Admission and Practice Rule (APR) 11(d)(2), the MCLE Board is authorized to accredit courses and educational programs that satisfy the educational requirements of the mandatory CLE rule, consider MCLE policy issues, determine and adjust fees, consider member and sponsor petitions for waivers from requirements and appeals from decisions, and suggest amendments or regulations to APR 11. The MCLE Board is comprised of six (6) WSBA members and one (1) community member. On average, the MCLE Board meets five times a year.

MCLE Board Accomplishments and Activities

2024 - 2025 Annual Goals

The MCLE Board maintained the annual goal of each Board member conducting two CLE course audits per fiscal year with a focus on accredited sponsors. MCLE Board members audited eight CLEs to ensure that content and credits reflect the requirements set forth in APR 11.

The Board continued their work to advance diversity in recruitment efforts for any Board openings. The MCLE Board worked with the WSBA Volunteer Manager to create materials to assist with recruiting potential volunteers. The Recruitment subcommittee drafted emails to affinity and local bar associations as well as to law clerks. As of October 13, 2025, the nomination team will be sending their nomination for the vacant MCLE Board public member position to the Board of Governors Nomination Committee and then to the Court for review.

Long-Term Goals

The MCLE Board set three long-term goals to pursue. The first of which is to pursue research regarding improving accessibility, engagement, and awareness for MCLE. In support of this goal, three documents are currently being finalized, which are designed to assist licensed legal professionals with meeting their MCLE requirements. The “Licensed Legal Professional’s Guide to Getting Started with Mandatory Continuing Legal Education” is a comprehensive guide outlining the steps necessary to meet MCLE requirements. The “MCLE Quick Reference Guide” is a snapshot of the credits due each reporting period

as well as an explanation of the different credit types. The last document is the "Continuing Legal Education Planner," which is a tool that will allow licensed legal professionals to think ahead and plan out how to obtain their MCLE credits. All three documents take a proactive approach in providing information and assisting licensed legal professionals with understanding and meeting their requirements. Additionally, the MCLE Board has asked staff to create an MCLE webpage which provides more information on free and low-cost credit options.

The second long-term goal is to explore the possibility of extending comity to other jurisdictions. The MCLE Board decided to research potential comity states after receiving feedback during the 2024 annual meeting with the Court. MCLE staff assisted with conducting research into other potential jurisdictions. After discussing the research, the MCLE Board is identifying additional states with which to pursue comity agreements. As of the last MCLE Board meeting, Colorado is at the top of the list. Adding a new comity state would require an amendment to APR 11.[1]

After a presentation from YMCA staff, the MCLE Board decided to explore its third goal of creating a rule amendment to the APR 11(e) approved activities subsection that would allow for attorneys evaluating high school and undergraduate competitions (such as those hosted by the YMCA) to earn MCLE credit. An MCLE Board subcommittee will bring potential draft language for the MCLE Board to consider at the October 2025 meeting. At which point, the MCLE Board will decide whether they wish to pursue the suggested amendment further. If so, the next step in this process would be to post the draft language for public comment. After gathering public comments, the MCLE Board will decide whether to continue with the suggested amendment. If the MCLE Board decides to continue with suggesting an amendment, they will seek feedback from the Board of Governors before deciding whether to suggest the amendment to the Court.

In addition to working on their goals, the MCLE Board also reviewed and approved one structured mentoring program application.[2] The MCLE Board discussed member feedback calling into question the restriction that licensed legal professionals may claim up to eight credits per calendar day; and, ultimately the MCLE Board decided not to suggest any amendments to the limit.[3] The MCLE Board was invited to participate in the discussions for the licensure pathways Core Competencies Subcommittee and nominated an MCLE Board representative to partake. Also, during this MCLE Board year, Board members participated in WSBA Regulatory School and reviewed the MCLE cost center budget summaries and drafts.

[1] APR 11(c)(6) states: "Comity. The education requirements in Oregon, Idaho, and Utah substantially meet Washington's education requirements for lawyers. These states are designated as comity states. A lawyer may certify compliance with these rules in lieu of meeting the education requirement by paying a comity fee and filing a Comity Certificate of MCLE Compliance from a comity state certifying to the lawyer's subjection to and compliance with that state's MCLE requirements during the lawyer's most recent reporting period."

[2] Per APR 11(d)(2)(vii): "The MCLE Board shall approve mentoring programs that meet requirements and standards established by the MCLE Board for the purposes of awarding MCLE credit under these rules."
A list of currently approved mentoring programs can be found online here: https://www.wsba.org/for-legal-professionals/mcle/mcle-credit-for-mentorship.

[3] Per APR 11 (c)(2): "A lawyer, LLLT, or LPO may earn no more than eight credits per calendar day."

Petitions & Board Decisions

During the 2024-2025 board year, the MCLE Board reviewed 81 petitions of undue hardship. At the request of members, CLE Sponsors, and MCLE staff the MCLE Board reviewed and provided guidance on four activity accreditations.

After discussion, the MCLE Board updated the MCLE Board approved undue hardship matrices with the goal of 1) treating medical and financial hardships more equitably when it comes to the subject of full fee waivers; and 2) carving out a new and specific hardship category to accommodate for members who have experienced significant natural disasters impacting their ability to comply. This included increasing the poverty level threshold used to determine financial hardship to 270% of the federal poverty level which is consistent with the Board of Governors' recent decision to base licensing hardship relief on ALICE Measures that were developed for the purpose of generating more accurate poverty thresholds based on location-specific factors and cost of living adjustments.

At each meeting, the MCLE Board reviews petitions that have been submitted on the basis of undue hardship.[4] All petitions are first reviewed by the MCLE staff liaison and approved, denied, or forwarded to the MCLE Board based on the Board-approved decision matrix, which defines applicable hardships. The MCLE Board reviews appeals of denials and holds hearings at the request of licensed legal professionals who may appeal a denial by the MCLE Board to the Supreme Court.

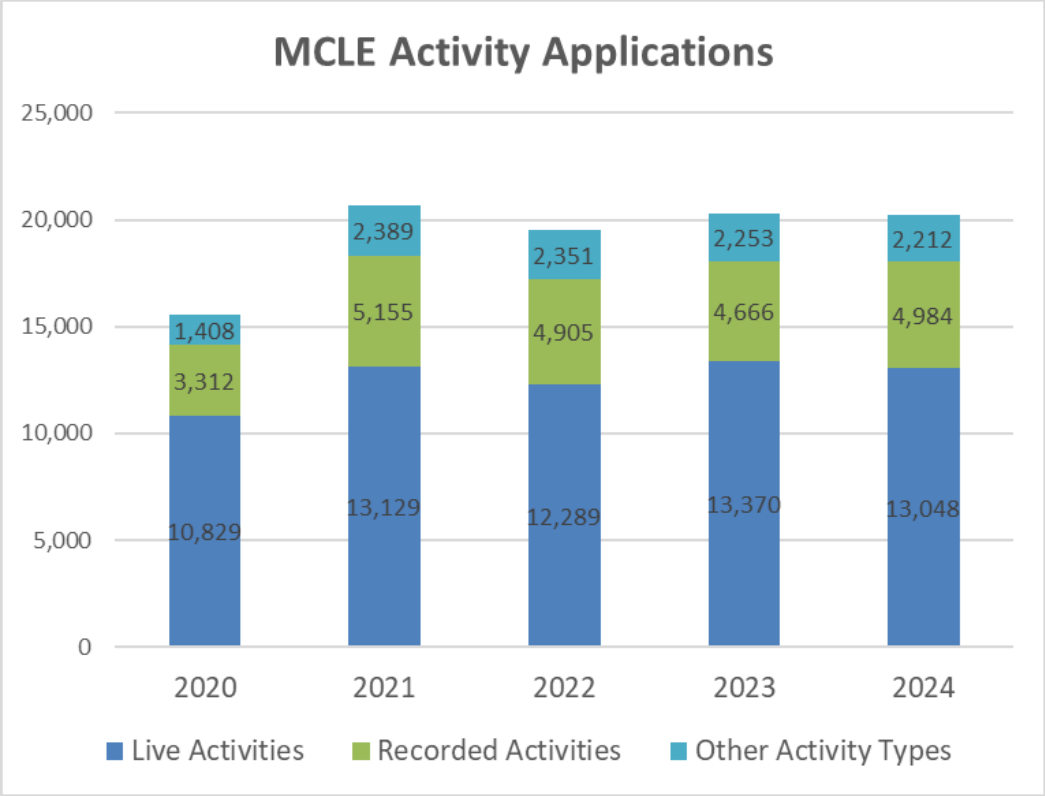
Diversity, Equity and Inclusion

The MCLE Board will continue to examine and work to increase the diversity of the MCLE Board. The MCLE Board continues to seek board members who represent diversity in geography and all other diversity criteria used by the WSBA. Additionally, the Board routinely receives and considers input from petitions filed by WSBA members affected by the MCLE rules. The MCLE Board participates in diversity, equity, and inclusion trainings. The recent changes to the undue hardship matrix and the mentoring policy reflect the MCLE Board's commitment to fostering inclusivity, diversity, and equity. The MCLE Board fosters an atmosphere of civility and collegiality insofar as how the Board receives comments from WSBA members, staff, fellow board members, and others. This is accomplished by active listening and respectful discussion. Consistency in the application of the rules is maintained by active discussion on the merits of each issue brought before the MCLE Board. The MCLE Board aims to achieve Board consensus whenever possible.

MCLE Activity Applications & Certifications Review

The MCLE Board has delegated approval of courses to the WSBA's MCLE staff. MCLE analysts regularly review CLE course submissions and accredit activities per standards outlined in APR 11. Hundreds of CLE activity applications are received each month from both sponsors and WSBA members. MCLE analysts review and approve thousands of activity applications each year. In 2024, 20,244 applications were reviewed by MCLE analysts and approved for MCLE credit.

[4] Per APR 11(i)(5): "a lawyer, LLLT, or LPO may file with the MCLE Board an undue hardship petition for an extension, waiver, and/or modification of the MCLE requirements."



In addition to CLE activity reviews, MCLE staff review all certifications from members who are due to report their MCLE compliance. As MCLE reporting and certification are based on a three-year reporting period, MCLE analysts review and verify that the MCLE requirements are completed for one-third of the active membership each year. For the 2022-2024 reporting period this totaled more than 10,878 certifications.

Certification for the 2023-2025 Reporting Period

Over 11,000 lawyers, LPOs, and LLLTs are due to earn their required credits by December 31, 2025, and certify by February 2, 2026. Typically, MCLE certification opens as part of license renewal in November. This year, to ensure that all the recent online system updates are functional before licensing opens in November, we have enabled certification through the MCLE online system earlier than usual. As of October 13, 2025, 9.25% (1,031) of licensed legal professionals due to report are compliant for the 2023-2025 reporting period.

Attachments:

1. 2024-2025 MCLE Board Roster
2. Undue Hardship Decision Matrix
3. FY 25 August MCLE Budget Summary
4. MCLE Board Volunteer Recruitment Materials

Attachments:

1. 2024-2025 MCLE Board Roster
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4. MCLE Board Volunteer Recruitment Materials

2024-2025 MCLE Board Roster

WASHINGTON STATE BAR ASSOCIATION

2024-2025 MCLE BOARD ROSTER

(Updated 9/16/2024)

Katharine Denmark (Chair)
18145 SE 42nd Pl
Issaquah, WA 98027-9716
katiedenmark@gmail.com
Term Expires: 9/30/2025 (first term)

M. Christopher Bueter
Michael Christopher Bueter
8526 Interlake Ave N
Seattle, WA 98103-4028
(574) 575-0472
christopher.bueter@gmail.com
Term Expires: 9/30/2025 (second term)

Darryl Elliott Colman
Office of Superintendent of Public Instruction
600 Washington St SE
(360) 725-6162
darryl.colman@gmail.com
Term Expires: 9/30/2026 (first term)

Merri Hartse
2020 E 36th Ave
Spokane, WA 99203-4046
(509) 209-0004
hartsem@hotmail.com
Term Expires: 9/30/2025 (second term)
Public Member

Efrem Robert Krisher
115 141st Pl NE
Bellevue, WA 98007
(425) 891-3079
ekrisher@gmail.com
Term Expires: 9/30/2027 (second term)

Henry Phillips
1301 2nd Ave Ste 3000
Seattle, WA 98101-3800
henry.phillips@morganlewis.com
(206) 274-6400
Term Expires: 9/30/2027 (first term)

Brendon Taga
1600 Chester Ave
Bremerton, WA 98337-1600
(360) 792-6050
brendontaga@alumni.upenn.edu
Term Expires: 9/30/2026 (first term)

BOG Liaison:
Kevin Fay
KevinFayBOG@yahoo.com

Staff Liaison:
Adelaine Shay
MCLE Manager
(206) 727-8249
adelaines@wsba.org

Undue Hardship Decision Matrix

EXTENSION (EXT) REQUESTS MATRIX

Reason No.	**SITUATION** *Applies to first period of non-compliance, and multiple consecutive periods of non-compliance.*	**DECISION**
EXT 1	(1) Significant medical hardship of self or immediate family member for whom member is primary support; and (2) Requested extension deadline is in the same calendar year in which the lawyer is due to report.	* First request -- grant extension with reasonable deadline * Second request -- refer to the MCLE Board
EXT 2	(1) Death of immediate family member which caused lawyer hardship (e.g., emotional, physical, financial, scheduling); and (2) Requested extension deadline is in the same calendar year in which the lawyer is due to report.	* First request -- grant extension with reasonable deadline * Second request -- refer to the MCLE Board
EXT 3	(1) Financial hardship -- due to (a) being unemployed or employed with poverty-level wages (270% of Federal Poverty Level); (b) major medical expense for self or family member; or (c) bankruptcy; and (2) Requested extension deadline is in the same calendar year in which the lawyer is due to report.	* First request -- grant extension with reasonable deadline * Second request -- refer to MCLE Board
EXT 4	On an active military assignment in a location where it is possible to access CLE courses but military obligations do not allow enough time to complete credits by the deadline.	* First request -- grant extension with reasonable deadline * Second request – refer to MCLE Board
EXT 5	Immediate family member is about to be deployed overseas or is returning from overseas deployment within the last 3 months of the reporting period.	* First request -- grant extension with reasonable deadline * Second request -- refer to the MCLE Board
EXT 6	Took parental leave within the last year of member's reporting period.	* First request -- grant extension with reasonable deadline * Second request -- refer to the MCLE Board
EXT 7	Member cites hardship due to natural disaster which significantly impacts ability to complete CLEs or cites any equivalent household disaster of similar emergent circumstances resulting in relocation or loss of housing. Disaster means major flood, fire, tornado, hurricane, extreme weather, earthquake, explosion, or any combination thereof that significantly impacts ability to complete CLE requirements.	* First request -- grant extension with reasonable deadline * Second request -- refer to the MCLE Board

EXT 8	All other requests	Deny or Refer to Board

*"Immediate family member" as defined by RCW 50A.05.010 "as child, grandchild, parent, grandparent, sibling, or spouse of [the member] and also includes any individual who regularly resides in the [member's] home or where the relationship creates an expectation that the [member] care for the person, and that individual depends on the [member] for care. "Family member" includes any individual who regularly resides in the [member's] home, except that it does not include an individual who simply resides in the same home with no expectation that the [member] care for the individual."

CREDIT MODIFICATION (MOD) DECISION MATRIX

Reason No.	**SITUATION** *Applies to first period of non-compliance, and multiple consecutive periods of non-compliance.*	**DECISION**
MOD 1	Significant medical hardship of self or immediate family member for whom lawyer is primary support.	Grant as appropriate
MOD 2	Death of immediate family member which caused lawyer hardship (e.g., emotional, physical, financial, scheduling).	Grant as appropriate
MOD 3	Financial hardship (as defined by ≤270% of the federal poverty guidelines).	Grant as appropriate
MOD 4	All other reasons	Deny

*"Immediate family member" as defined by RCW 50A.05.010 "as child, grandchild, parent, grandparent, sibling, or spouse of [the member] and also includes any individual who regularly resides in the [member's] home or where the relationship creates an expectation that the [member] care for the person, and that individual depends on the [member] for care. "Family member" includes any individual who regularly resides in the [member's] home, except that it does not include an individual who simply resides in the same home with no expectation that the [member] care for the individual."

EXEMPTION (EXM) DECISION MATRIX

Reason No.	SITUATION *Applies to first period of non-compliance, and multiple consecutive periods of non-compliance for EXM 3 only. For EXM 1&2, for multiple consecutive periods of non-compliance, bring to board.*	DECISION Note: If a waiver is approved and some credits have already been completed, grant the waiver only for the number of credits still needed for compliance. There should be no carry-over as a result of this waiver.
EXM 1	(1) Significant medical hardship of self or immediate family member for whom member is primary support; and (2) Petition is filed by certification deadline; and (3) Less than 15 credits due of which no more than 2 are ethics.	*Grant.
EXM 2	(1) Significant medical hardship of self or immediate family member for whom member is primary support; and (2) Petition is filed by certification deadline; and (3) 15 or more credits still due and/or more than 2 ethics credits due.	*Grant request if medical hardship is for lawyer and: (a) is life-threatening; or (b) is of long duration (in years); or (c) lawyer is 75 or older. All others: Deny request and grant extension instead
EXM 3	On active military assignment in remote location or on a domestic base where it is difficult to access CLE courses.	Grant.
EXM 4	All other requests.	Deny.

*"Immediate family member" as defined by RCW 50A.05.010 "as child, grandchild, parent, grandparent, sibling, or spouse of [the member] and also includes any individual who regularly resides in the [member's] home or where the relationship creates an expectation that the [member] care for the person, and that individual depends on the [member] for care. "Family member" includes any individual who regularly resides in the [member's] home, except that it does not include an individual who simply resides in the same home with no expectation that the [member] care for the individual."

LATE FEE WAIVER DECISION CRITERIA

Note: If "Credits by 12/31" is "Y," then late fee was assessed because certification was submitted after the February 1 deadline.

Y* = Complete at time petition considered

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
MEDICAL HARDSHIP/DEATH • "Immediate family member" as defined by RCW 50A.05.010 " as child, grandchild, parent, grandparent, sibling, or spouse of [the member] and also includes any individual who regularly resides in the [member's] home or where the relationship creates an expectation that the [member] care for the person, and that individual depends on the [member] for care. "Family member" includes any individual who regularly resides in the [member's] home, except that it does not include an individual who simply resides in the same home with no expectation that the [member] care for the individual."							
A1	Significant medical hardship of self or immediate family member for whom licensed legal professional is primary support, or Death of immediate family member which caused lawyer hardship (e.g., emotional, physical, financial, scheduling)	Y/N	Y*	Y/N	X		Waive if certification submitted or once it is submitted.
A2	Significant medical hardship of self or immediate family member for whom licensed legal professional is primary support, or Death of immediate family member which caused lawyer hardship (e.g., emotional, physical, financial, scheduling)	Y/N	Y*	Y/N		X	Reduce or waive [depending on the circumstance] if certification submitted or once it is submitted.

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
A3	Significant medical hardship of self or immediate family member for whom licensed legal professional is primary support, or Death of immediate family member which caused lawyer hardship (e.g., emotional, physical, financial, scheduling)	N	N	N	X	X	<15 credits remaining = Reduce or waive [depending on the circumstance] if Certification submitted by the deadline (with all credits needed for compliance completed). ≥15 credit remaining = Refer to the Board
	FINANCIAL HARDSHIP as defined by 270% of Federal Poverty Guidelines based on gross household current annual income due to (1) being unemployed or employed with poverty-level wages; (2) major medical expense for self or family member; or (3) bankruptcy. If between 270% and 400% of FPL refer to B4. Offer a payment extension if necessary, taking the following guidelines into consideration: • Petition received for financial hardship waiver of late fee; • Waiver was denied or late fee was reduced; • Gross household income between 200-400% of the Federal Poverty Guidelines; • Credit requirements have been met and certified; • The late fee amount owed is equal to or more than $450; • The fee is paid in full within 3-5 months depending on the amount.						
B1	FINANCIAL HARDSHIP	Y/N	Y*	Y/N	X		Waive
B2	FINANCIAL HARDSHIP	Y/N	Y*	Y/N		X	Waive if certification submitted or once it is submitted.

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
B3	FINANCIAL HARDSHIP	N	N	N	X	X	<30 credits remaining = Reduce or waive [depending on the circumstance] if Certification submitted by the deadline (with all credits needed for compliance completed). ≥30 credit remaining = Refer to the Board
Between 270% and 400% of Federal Poverty Level							
B4	FINANCIAL HARDSHIP	N	N	N	X	X	If between 270% and 400% of FPL and has <15 credits remaining = Reduce to $75 if certification is complete by deadline. ≥15 credit remaining = Refer to the Board
≥401% of Federal Poverty Level							
B5	FINANCIAL HARDSHIP qualifying criteria not met		Y*/N	Y/N	X	X	≥401% Deny - Include payment extension language in denial letter.
	Maternity/Paternity Leave						
C1	Leave must be taken within the last year of member's reporting period. Waive if ≤approximately half of credit requirement is remaining (22 total credits for lawyers or 15 total credits for LLLT/LPOs), No fee waiver if more than half of credits remaining.						

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
	MILITARY -- On active military in a location where it is possible to access CLE courses, but military obligations do not allow enough time to complete credits by the deadline or internet is unreliable.						
D1	MILITARY -- See header criteria	Y/N	Y*/N	Y*/N	X		Waive late fee.
D6	MILITARY -- See header criteria	Y/N	Y*/N	Y/N		X	Refer to the Board
	MAIL DELIVERY PROBLEM						
D7	Claims certified by 2/1.	Y	Y*	Y*	X	X	Grant if licensed legal professional establishes timely certification or if administrative error; otherwise deny.
	MILITARY FAMILY						
E1	If immediate family member is deployed overseas or is returning from overseas deployment in the last 3 months of member's reporting period. Waive if approximately half of credit requirement is remaining (22 total credits for lawyers or 15 total credits for LLLT/LPOs), No fee waiver if more than half of credits remaining.						
Natural or Other Disasters. Disaster means major flood, fire, tornado, hurricane, extreme weather, earthquake, explosion, or any combination thereof that significantly impacts ability to complete CLE requirements.							
F1	Member cites hardship due to natural disaster or cites any equivalent household disaster of similar emergent circumstances resulting in relocation or loss of housing, which significantly impacts ability to complete CLEs	Y/N	Y*	Y/N	X		Waive if certification submitted or once it is submitted.

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
F2	Member cites hardship due to natural disaster or cites any equivalent household disaster of similar emergent circumstances resulting in relocation or loss of housing, which significantly impacts ability to complete CLEs	Y/N	Y*	Y/N		X	Reduce or waive [depending on the circumstance] if certification submitted or once it is submitted.
F3	Member cites hardship due to natural disaster or cites any equivalent household disaster of similar emergent circumstances resulting in relocation or loss of housing, which significantly impacts ability to complete CLEs	N	N	N	X	X	<15 credits remaining = Reduce or waive [depending on the circumstance] if Certification submitted by the deadline (with all credits needed for compliance completed). >15 credit remaining = Refer to the Board
MIS-INFORMATION FROM WSBA / LICENSED LEGAL PROFESSIONAL'S FAILURE TO LEARN MCLE REQUIREMENTS							
G1	Reports that certification completed online by 2/1 and it was the <u>first</u> <u>time</u> licensed legal professional certified online. Certification was not submitted correctly, therefore 2/1 deadline not met.	Y		Y*	X	X	Waive the late fee once certification has been completed successfully. (This policy was passed by the Board on 3/19/10.)
G2	Reports being told by WSBA staff certification not needed	Y/N	Y*	Y*/N	X	X	Deny

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
G3	Licensed legal professional reports receiving other errant information from the WSBA [and it was reasonable for the licensed legal professional to be dependent on the information] or other WSBA administrative error occurred causing the late fee.	Y	Y*	Y*	X	X	Reduce or waive the late fee depending on the circumstances.
G4	Licensed legal professional reports receiving the previous petition decision letter after the deadline that had to be met for a fee reduction.	Y	Y*	Y*	X	X	Reduce or waive the late fee depending on the circumstances.
	SPONSOR MIS-ADVERTISEMENT						
H1	Short credits due to sponsor error or mis-advertisement of CLE credits (**if < or = 2 credits**)	See note	See note	Y	X	X	Grant if * At least 43 credits are in reporting period * Shortfall made up in timely manner after notification of misaccreditation * All credits needed for compliance are complete * Certification is complete
	MISC. REASONS FOR NON-COMPLIANCE						

No.	SITUATION	CREDITS BY 12/31?	CREDITS DONE After 12/31?	CERTIFIED?	1st Non-Comp RP	>1 Con-secutive Non-Comp RP	DECISION
K1	Certified reporting period roster with a duplicate course; deletion of the course causes credit non-compliance after 12/31. * All other credits were taken within the RP * < or = 4 credits need to be taken to make up credit deficiency. * Credits made up and certified in a timely manner. * Never late before.	Y		Y	X		Reduce late fee to $75 *[waive* $75]. if payment postmarked/delivered to the WSBA by the deadline.
K2	Busy practice / Oversight / Other non-medical or non-financial hardship reason [See "Misc." list below]						Deny
	MISC. REASONS FOR NON-COMPLIANCE						
	Claims mailed certification to WSBA but not received by WSBA.						
	Class that licensed legal professional planning to take cancelled at last minute and licensed legal professional still has time in reporting period to take needed credits.						
	Did not know certification had to be submitted since all credits are on the MCLE web site (even though instructions about requirement for certification is in APR 11, and in the July 1st letter, in the NW Lawyer FYI column Sept.-April each year, on the certification forms in the annual license packet and in all email reminders about license renewal).						

Fiscal Year 2025
August Budget Summary

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2025 to August 31, 2025

92% OF YEAR COMPLETE

MANDATORY CONTINUING LEGAL EDUCATION

	FISCAL 2025 REFORECAST	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF REFORECAST	YEAR TO DATE VARIANCE FAVORABLE/(UNFAVORABLE)
REVENUE:						
ACTIVITY APPLICATION FEE	600,000	46,900	643,500	(43,500)	107%	93,500
ACTIVITY APPLICATION LATE FEE	220,000	14,300	247,700	(27,700)	113%	46,033
MCLE LATE FEES	225,000	750	255,500	(30,500)	114%	49,250
ANNUAL ACCREDITED SPONSOR FEES	39,000	-	39,750	(750)	102%	4,000
ATTENDANCE LATE FEES	120,000	8,250	95,900	24,100	80%	(14,100)
COMITY CERTIFICATES	29,800	625	33,400	(3,600)	112%	6,083
TOTAL REVENUE:	**1,233,800**	**70,825**	**1,315,750**	**(81,950)**	**107%**	**184,767**
DIRECT EXPENSES:						
DEPRECIATION	142,183	12,012	132,132	10,051	93%	(1,798)
STAFF MEMBERSHIP DUES	500	-	500	-	100%	(42)
MCLE BOARD	4,000	-	1,806	2,194	45%	1,860
STAFF TRAVEL/PARKING	50	-	-	50	0%	46
STAFF CONFERENCE & TRAINING	4,600	-	-	4,600	0%	4,217
TOTAL DIRECT EXPENSES:	**151,333**	**12,012**	**134,438**	**16,895**	**89%**	**4,283**
INDIRECT EXPENSES:						
SALARY EXPENSE (4.76 FTE)	400,391	29,097	365,663	34,728	91%	1,362
BENEFITS EXPENSE	136,403	9,903	120,504	15,898	88%	4,531
OTHER INDIRECT EXPENSE	121,596	6,645	97,683	23,913	80%	13,780
TOTAL INDIRECT EXPENSES:	**658,390**	**45,645**	**583,850**	**74,540**	**89%**	**19,674**
TOTAL ALL EXPENSES:	**809,723**	**57,657**	**718,289**	**91,434**	**89%**	**23,957**
NET INCOME (LOSS):	**424,077**	**13,169**	**597,461**	**(173,384)**	**141%**	**208,724**

MCLE Board Volunteer Recruitment Materials

WASHINGTON STATE BAR ASSOCIATION

Volunteer Opportunity: Mandatory Continuing Legal Education (MCLE) Board

Entity Type:
☒ Board
☐ Committee
☐ Council
☐ Other Bar Entity

Created By:
☐ WSBA
☒ Supreme Court
☐ Court Rule

Term:
☐ One Year
☐ Two Years
☒ Three Years

Meetings:
☐ In-Person Only
☐ Virtual Only
☒ Hybrid

Eligibility:
License Type:
☒ Lawyer
☒ LLLT
☒ LPO

License Status:
☒ Active
☐ Inactive
☐ Judicial
☐ Honorary
☐ Pro Bono

Public Members:
☒ Yes
☐ No

Learn More
Apply
Questions?

Licensed legal professionals in the state of Washington must continue their legal education throughout their careers in order to remain eligible to practice law. The Mandatory Continuing Legal Education (MCLE) Board plays a critical role in defining and determining compliance with the minimum education requirements. The MCLE Board is authorized by the Washington Supreme Court's Admission and Practice Rule (APR) 11 to oversee the compliance of members and sponsors with the MCLE education requirements.

The MCLE board:

- Considers MCLE policy issues;
- Rules on all petitions, appeals, and special requests submitted by licensed legal professionals, including requests for waiver and extension of time to meet minimum education requirements;
- Holds hearings on denied requests regarding member compliance;
- Audits CLE courses to ensure sponsor compliance with APR 11 (MCLE Board members will earn MCLE credit for the courses they audit);
- Suggests amendments to APR 11 subject to review by the Board of Governors and approval by the Washington Supreme Court.

Time commitment: The Board meets 5 times a year. In addition to attending what are usually half-day meetings, members should expect to spend several hours reviewing materials prior to the meetings and may spend additional time auditing courses. Currently, meetings are held remotely via zoom with two meetings where in-person attendance is optional. Appointment to the Board is for a three-year term; two consecutive terms may be served.

Requirements:

- Applicants must be active WSBA members or members of the public
- Members must be able to access materials electronically
- Members will be required to sign a confidentiality agreement

Preferred qualifications and skills: Individuals with diverse backgrounds, teaching experience, and technology skills are encouraged to apply.

Benefits: Board members develop skills, gain leadership experience, and provide a public service. Earn CLE credit.

Reimbursement policy: This is an unpaid volunteer position. Reasonable expenses will be reimbursed per the WSBA Expense Reimbursement Policy.

Selection and appointment process: Candidates are vetted by the MCLE Board nomination team. Recommendations are provided to the WSBA Board of Governors for its information, and to the Supreme Court which makes the appointments.

SUPREME COURT BOARDS & PANELS

ADMINISTERED BY WSBA

2025-2026

Access to Justice Board

View detailed position description
Term: Three-Years
Appointed by: State Supreme Court
Eligible License Types: Lawyer, LLLT, LPO
Eligible License Status: Active, Honorary, Inactive, Judicial, and Pro Bono
Public Members: Yes

Recognizing that access to the civil justice system is a fundamental right, the Access to Justice Board works to achieve equal access for those facing economic and other significant barriers. If you have a demonstrated commitment to equal justice principles, please join us. Appointments are made by the Washington Supreme Court upon nomination of the Washington State Bar Association Board of Governors. The positions may be filled by an attorney or a person who is not an attorney. For additional information, visit the Alliance for Equal Justice's website.

Disciplinary Board

View detailed position description
Term: Three-Years
Appointed by: Supreme Court
Eligible License Types: Lawyer
Eligible License Status: Active
Public Members: Yes

Carries out the functions and duties assigned to it according to the Rules for Enforcement of Lawyer Conduct adopted by the Supreme Court. The full board meets monthly via teleconference, and in person as needed, reviewing hearing officer decisions and stipulations. Four review committees, each composed of three D-Board members, review disciplinary investigation reports and dismissals. Each review committee meets four times per year via teleconference. Considerable reading and meeting preparation is required. The Board consists of 4 community members and 10 lawyer members. Prerequisites: Lawyer Board members must have been an active member of the WSBA for at least five years at the time of appointment and have no record of public discipline. Lawyer Board members may not knowingly advise or represent

individuals regarding pending or likely disciplinary grievances or proceedings. Board members are recommended by the WSBA Board of Governors in consultation with the Disciplinary Selection Panel and appointed by the Supreme Court.

Hearing Officers

View detailed position description
Term: Two-Years (initially)
Appointed by: Supreme Court
Eligible License Types: Lawyer
Eligible License Status: Active and Judicial
Public Members: No

Serves as hearing officer for licensed legal professional disciplinary and disability matters, making evidentiary rulings, ruling on motions, conducting settlement conferences, and preparing written findings of fact, conclusions of law, and (as necessary) sanction recommendations according to strict deadlines. Annual training is required. Hearing officers are subject to the representation restrictions in ELC 2.14. The Supreme Court appoints hearing officers upon recommendation of the Board of Governors in consultation with the Disciplinary Selection Panel. Applicants must submit a writing sample. Prerequisites: A hearing officer must be an active member of the WSBA, have been an active or judicial member of the WSBA for at least seven years, have no record of public discipline, and have experience as an adjudicator or advocate in contested adjudicative hearings. Please review the Rules for Enforcement of Lawyer Conduct, particularly ELC 2.5 to 2.6 and ELC Title 10, prior to applying.

Limited License Legal Technician (LLLT) Board

View detailed position description
Term: Three-Years
Appointed by: State Supreme Court
Eligible License Types: Lawyer, LLLT, LPO
Eligible License Status: Active, Judicial, Pro Bono
Public Members: Yes

The Limited License Legal Technician (LLLT) is licensed to provide limited legal assistance and advice in the area of family law. The LLLT Board is responsible for recommending to the Washington Supreme Court appropriate changes to rules relating to the practice of LLLTs. The board has the duty and power to develop and approve standard practice forms for LLLTs, oversee the provision of continuing legal education to LLLTs, and assess changes in the law that affect the practice of LLLTs. The board also plays a role in the LLLT discipline system. The board meets approximately six times per year.



Limited Practice Board

View detailed position description
Term: Three-Years
Appointed by: State Supreme Court
Eligible License Types: Lawyer, LLLT, LPO
Eligible License Status: Active
Public Members: Yes

A Limited Practice Officer (LPO) is licensed to select, prepare, and complete legal documents pertaining to the closing of real property and personal property transactions. The Limited Practice Board is responsible for developing and recommending to the Washington Supreme Court general policy and requirements for the LPO license. The board works with exam writing experts to write and grade the LPO examination, develops and approves forms for use by LPOs, and plays a role in the LPO discipline system. The board members act as ambassadors of the LPO license for the broader legal profession and the public. The board meets four to six times per year.

Mandatory Continuing Legal Education (MCLE) Board

View detailed position description
Term: Three-Years
Appointed by: State Supreme Court
Eligible License Types: Lawyer, LLLT, LPO
Eligible License Status: Active
Public Members: Yes

Legal professionals in the state of Washington must continue their legal education throughout their careers in order to remain eligible to practice law. The MCLE Board plays a critical role in defining and determining compliance with the minimum education requirements under APR 11. The Board meets five times a year to consider MCLE policy issues and makes determinations on petitions, appeals, and special requests submitted by licensed legal professionals and CLE sponsors. This includes reviewing requests for waiver and extension of time to meet the minimum education requirements and holding hearings on denied requests. Board members also audit CLE courses throughout the year to ensure CLE providers are complying with APR 11. In addition to attending what are usually half-day meetings, members should expect to spend several hours reviewing materials prior to the meetings. Individuals with diverse backgrounds, teaching experience, and technology skills are encouraged to apply.

Practice of Law Board

View detailed position description

Term: Three-Years
Appointed by: State Supreme Court
Eligible License Types: Lawyer, LLLT, LPO
Eligible License Status: Active, Honorary, Inactive Judicial, and Pro Bono
Public Members: Yes

The Board educates the public about how to receive competent legal assistance, considers and recommends to the Washington Supreme Court new avenues for people or entities not authorized to practice law to provide legal and law-related services, and receives complaints alleging the unauthorized practice of law in Washington by any person or entity. The Board will review and may refer complaints that allege harm to the public interest to appropriate enforcement agencies. The Board participates in the administration of the Washington pilot project for entity regulation. The Supreme Court appoints members after considering nominations from the Practice of Law Board, the WSBA Board of Governors and other interested people and organizations. GR 25(a) says: "A minimum of five board members must be persons not currently authorized to practice law." There are no other restrictions on members.

Mandatory Continuing Legal Education (MCLE) Board

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	No	100%
District*	3	17%
	6	17%
	7S	17%
	8	17%
	9	17%
	0	17%
Ethnicity	White or European Descent	83%
	Multi Racial/Bi Racial	17%
Gender	Female	33%
	Male	67%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	17%
	Heterosexual	83%

The Yes/No response for the Sexual Orientation category is data from a previous demographic question 'Do you open identify as a sexual minority to include the following: gay, lesbian, bisexual, transgender?' This question was on the volunteer application when some of the current members submitted their application and therefore, is still included.

WASHINGTON STATE BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Member Engagement Council
Chair or Co-Chairs:	Matthew Dresden and Mary Rathbone
Staff Liaison:	Kevin Plachy and Heather Sprouse
Board of Governors Liaison:	None

Purpose of Entity:

The Council shall seek to educate members in a proactive manner about WSBA's and Board of Governor's actions and work, seek input from and involve members in decision-making process, build relationship between members and WSBA governance and ensure ongoing updates of members on WSBA processes and measurement. In carrying out these lofty goals, the council shall seek to create mutual understanding between the board and members, drive board priorities, form relationships with WSBA sections, specialty, minority and regional bars and share opportunities across regions of the state and members resident outside the geographical area of the state. The Council will serve as an advisory body to the Board of Governors as set forth in the WSBA Bylaws.

Strategy to Fulfill Purpose:

Seek active engagement with members through (1) direct communication with voluntary bars, WSBA sections, and minority bar associations, and (2) a quarterly survey administered by the Member Engagement Council.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

By identifying ways to enhance member engagement with the Board and the organization, WSBA will be able to better fulfill its mission by (1) attracting a larger and more diverse pool of volunteers to serve on committees, boards, and sections; (2) more effectively providing member benefits and services of value to members that will advance their ability to serve their clients and the public with the highest degree of professionalism and competence; and (3) staying connected to the membership through regular feedback mechanisms, thereby enabling the organization to adapt to the changing needs in the profession and ensuring the services and benefits provided to members are relevant to the needs of the profession and the public.

2024 -2025 Entity Accomplishments:

Received FY24 Year-End report on Member Perception survey results from NBRI. Also administered two quarterly surveys for FY25 and reviewed results.	
Made a recommendation to the Board of Governors to allow use of section funds to purchase alcohol. Recommendation was ultimately approved by the BOG.	
Received quarterly updates from the Legal Technology and Member Well-Being Task Forces throughout the fiscal year.	
Received information and provided input on the inaugural Bar Leader's Summit.	
The Council reviewed an inquiry to expand the Military Out-of-State Fee Waiver. After getting input, the Council decided to table the matter because the Board of Governors was already developing a hardship exemption.	
Received a presentation from Member Benefits about the offerings provided to members and potential changes to the WSBA Insurance Marketplace.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound*	
1	Continue to conduct NBRI Quarterly Surveys and review the results.
2	Receive information and provide input on the Bar Leaders' Summit scheduled to take place in FY26.
3	Receive quarterly updates from the WSBA Well-Being Task Force.
4	Undertake viability review of the Liquor, Cannabis and Psychedelics and the Legal Assistance to Military Personnel Sections and recommend further action to the Board of Governors.
5	Undertake work delegated by the BOG related to the Legal Tech Task Force final report and recommendations.
6	Take up any other tasks/initiatives assigned by the Board of Governors.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	As may be delegated by the BOG, undertake work related to the Member Well-Being Task Force final report and recommendations.
2	Think creatively about ways to support sections, particular those seeking to increase membership.
3	Continue to strengthen connections with the county bars, Affinity Bars and other members throughout the state.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	

The Council is seeking ongoing input (specifically in the NBRI survey) from the members on their perceptions of whether WSBA is effectively addressing diversity, equity and inclusion issues and whether WSBA upholds the values of diversity, equity and inclusion. The Council will continue to monitor those results.

Please share feedback regarding the support and engagement provided by WSBA.

WSBA staff continues to be outstanding: productive, responsive, and unceasingly good-natured. In particular, Kevin Plachy, Heather Sprouse, Sara Niegowski, and Jenn Olegario have provided outstanding contributions. As the MEC's staff co-liaisons, Kevin and Heather have kept this council on track in all respects. Kevin has been a tireless force assisting both the Legal Technology and Member Well-Being Task Forces, providing countless hours of crucial behind-the-scenes support. Heather, although she only started recently, has already provided important updates regarding WSBA's Rule of Law Ambassador program. Sara continues to do excellent work managing the surveys and implementing the deskbook plan. Jenn has forged strong connections with voluntary bars and affinity bars to set up the initial Bar Leaders' Summit, which was a great success, and is hard at work planning the second iteration.

Entity Detail & Demographics Report:
To Be Completed by the WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	11
Number of Vacancies for FY26: *The number of positions with terms beginning October 1, 2025.*	1
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025.*	2
Budgeted Direct Expenses: *As of September 30, 2025.*	$500
Total FTE Support:	0.7 FTE
Indirect Expenses: *As of September 30, 2025.*	$16,372

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	No	50%
	Yes	50%
	Chose Not to Respond	0%

District*	0	25%
	1	25%
	2	25%
	6	25%
Ethnicity	Asian – Southeast Asian	25%
	White, or European Descent	50%
	Chose Not to Respond	25%
Gender	Female	25%
	Male	75%
	Chose Not to Respond	0%
Sexual Orientation	Heterosexual	75%
	Chose Not to Respond	25%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Member Well-Being Task Force
Chair or Co-Chairs:	Justin Bingham
Staff Liaison:	Dan Crystal, Adely Ruiz, and Kevin Plachy
Board of Governors Liaison:	Allison Widney

Purpose of Entity:

The Task Force seeks to (1) study well-being among WSBA members and the broader legal community in Washington and (2) make recommendations to enhance well-being for those same individuals and thereby improve the provision of legal services. The Task Force will draw on the considerable and influential existing body of work compiled by national and state legal organizations, most prominently The Path to Lawyer Well-Being: Practical Recommendations for Positive Change, authored by the National Task Force on Lawyer Well-Being, a coalition of organizations including the National Organization of Bar Counsel (NOBC), the Association of Professional Responsibility Lawyers (APRL) and the American Bar Association's Commission on Lawyer Assistance Programs (CoLAP). Following publication of the report in 2017, both the ABA and the Conference of Chief Justices passed resolutions urging all states to review and consider the report's 44 recommendations. Subsequently, 26 states have formed well-being committees, and another eight states have held well-being conventions or "summits." In November 2023, at the recommendation of the Member Engagement Council (MEC), the WSBA Board of Governors (BOG) voted to adopt member wellness as an organizational priority. Creating a Well-Being Task Force (which was also part of the MEC's recommendation) is the first step in acting on that priority.

Strategy to Fulfill Purpose:

The Task Force's primary objective will be to create a report synthesizing the Task Force's research and recommending tangible steps WSBA can take to enhance well-being among WSBA members and the broader legal community in Washington. This objective is being achieved by accomplishing two subsidiary objectives: 1. We have created nine workgroups, thus far, to study various segments of the legal profession in Washington, summarized in detail below. Five of these workgroups have written reports with four more reports due by the end of December 2025. The workgroups are comprised of Task Force members and additional non-voting ad hoc members. The workgroup members are appointed by the Chair of the Task Force, with consent of a majority of the task force members. 2.

The Member Survey Workgroup was an extensive, multi-year undertaking. It was chaired by Emily Arneson and enlisted the services of Matt Thiese, PhD a professor at the University of Utah. Thorough analyses were performed on the 900 survey responses, and a report is currently being finalized to share with the membership through multiple communication streams.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The ultimate goal of the task force is to study well-being within the legal profession in WA and other states and make recommendations to enhance well-being for WSBA members and thereby improve the provision of legal services.

2024 -2025 Entity Accomplishments:

Presenters to the Taskforce have included Ryann Peyton from Colorado's Attorney Mentoring Program (CAMP); Leslie Hagin, JD from Washington Lawyers Assisting Lawyers; Matthew Thiese, Ph.D. on Member Well-Being survey results; Katherine Bender,Ph.D. Suicidologist; Cathy Biestek,JD WSBA Managing Regulatory Counsel; and Susanna Kanther, Psy.D. from Washington's Judicial Assistance Services Program.

Workgroups have been convened in three phases thus far. Phase one, between August and December of 2024 included three workgroups. The Private Practice Workgroup was chaired by Annasara Purcell. The Law Student/New Member Workgroup was chaired by Susan Lee. The Member Survey Workgroup was chaired by Emily Arneson, and was concluded in May 2025. Phase two occurred between January and June 2025. The Suicide and Addiction workgroup was chaired by Emily Arneson. The Government and Public Interest workgroup was chaired by Michael Finkle. Phase three between July and December of 2025 has included four workgroups. The Judiciary workgroup has been chaired by Michael Finkle. The Member Wellness Program workgroup is chaired by Laura Moss. The DEI and Well-Being workgroup is chaired by Susan Lee. The Rules and Regulations Workgroup is chaired by Kyle Sciuchetti.

Two additional surveys were created by the following workgroups. The Suicide and Addiction workgroup survey received 190 responses. The Judiciary Workgroup survey received 156 responses. A WSBA sponsored presentation for Well-Being Week in Law by Dan Crystal and Adely Ruiz summarized these findings to 969 WSBA members.

The task force provided quarterly updates to the Member Engagement Council and an interim report was presented to the Board of Governors on May 2, 2025.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound

1	Each workgroup will complete their reports at the end of December 2025.
2	A communication strategy for sharing the results of the Member Well-Being Survey will be developed by the end of December 2025.
3	A final Report Writing Workgroup will be formed in December 2025 with a final report to be issued in March 2026. This will be the conclusion of the Well-Being Taskforce.

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*

1	The task force will be working to compile its final report to the Board of Governors which will be due in March 2026.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Task Force will be considering the impacts of DEI on well-being within the legal profession in WA State. DEI considerations were taken into account in the drafting of the Member Well-Being Survey. In addition, a DEI and Well-Being workgroup was convened in July and will complete their report in December 2025.

Please share feedback regarding the support and engagement provided by WSBA.

The staff liaisons are Adely Ruiz, Dan Crystal, and Kevin Plachy. Kevin has been active in convening the Rules and Regulations workgroup which requires active ad hoc roles for multiple bar employees. Adely has spearheaded the DEI and Well-Being workgroup as well as the Government and Public Interest group. Dan has presented to the Taskforce on the topic of the Member Well-Being Program and has been the liaison to this workgroup evaluating its programming. In addition, the Suicide and Addiction workgroup and the Judiciary Workgroup have utilized Microsoft Forms to provide members with easy access to completely confidential surveys. These surveys have provided qualitative results that were not as prominent in the larger Member Well-Being survey.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	11
Number of Vacancies:	11
Number of Applicants for FY25:	40

FY24 Demographics:
Demographic information is not available for this entity.

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Pro Bono & Public Service Committee
Co-Chairs:	Andy Dugan & Evangeline Stratton
Staff Liaison: *(include name, job title, and department if known)*	Joyce Diaz, Equity & Justice Specialist, OED-EJT
Board of Governors Liaison:	Parvin Price
Purpose of Entity: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Pro Bono and Public Service Committee (PBPSC) is to serve WSBA members by communicating opportunities and eliminating barriers to providing pro bono services to communities that experience poverty and injustice.	
Strategy to Fulfill Purpose:	
Annual So You Want to Do Pro Bono three-hour CLE, Networking Nights across Washington state, articles in the Bar News bringing attention to rules or policies that affect pro bono.	
How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The PBPSC serves the public and members of the Bar by supporting and promoting pro bono and public service work. The PBPSC ensures integrity of the legal profession by promoting a culture of public service and pro bono among WSBA members. PBPSC champions justice by promoting pro bono and public service to help close the access to justice gap and serve communities that experience poverty and injustice.	
2024-2025 Accomplishments:	
Annual So You Want to Do Pro Bono	
First Pro Bono (Pub)lico Networking Night @ Cowiche Canyon	
Gabriel Hinman's RPC 6.1 on the Bar News	

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	**Statewide Pro Bono Networking Nights** During FY2025–2026, the Committee will host two-three Pro Bono Pub(lico) Networking Nights to strengthen relationships between private attorneys, legal aid providers, and local bar associations. The first event will be held in King County in partnership with the Eastside Legal Assistance Program and the second in Spokane County, with the goal of attracting at least 50 attendees per event and collecting participant feedback to guide future statewide engagement efforts.
2	**Fostering Awareness and Engagement in Pro Bono and Public Service** By October 2026, the Committee will expand statewide education about pro bono and public service through multiple coordinated efforts. This includes planning and hosting a three-part "So You Want to Do Pro Bono?" event series that reaches attorneys who are hesitant about public service. Additionally, the Committee will author an article for *Bar News* highlighting the importance of ethical pro bono engagement under RPC 1.8(e) and raise awareness concerning proposed amendments to that rule.
3	**Pro Bono Data Review and Policy Evaluation** By June 2026, the Committee will analyze and compare data from WSBA's self-reported pro bono hours with data from other sources (such as volunteer lawyer programs, legal aid organizations, and statewide reports). This measurable review will help determine whether current reporting accurately reflects attorney participation and, if necessary, inform a proposed rule change to RPC 6.1 to foster greater pro bono engagement across Washington State.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Retention and participation by PBPSC members throughout the year.
2	Increase statewide awareness of the actual pro bono work occurring in Washington by developing clearer data collection and storytelling methods
3	Adding law student liaisons on the committee and developing supervision policies so that those students can receive credit for their work on the committee. This will also help create a culture of public service and pro bono work in students and develops a relationship with the law schools.

Please describe how this entity addresses diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The Committee co-chairs frequently solicit input from every committee member. The Committee's work is structured into separate subcommittees that allow for any member to take a leadership role and/or advance the work of the Committee. The Committee frequently seeks input and opportunities for collaboration with QLSPs, VLPs, Affinity Bar Associations, and other groups to stay informed by organizations serving legal professionals and client communities that experience poverty and injustice. The Committee has included Diversity, Equity, and Inclusion in the organizational values and regularly review decisions being made to be sure they are in line with these values, including when adding new members to the Committee.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The PBPSC has greatly enjoyed and appreciated the support of Parvin. Through his support the Committee has felt well informed and connected to the overall mission of the WSBA. Joyce and Andrea consistently go above and beyond, coordinating meetings, hosting events, and representing the WSBA with professionalism and joy. Their responsiveness, organization, and dedication have been essential to the PBPSC's success.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	18
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	12
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	12
Budgeted Direct Expenses: *As of September 30, 2025.*	$2,500
Total FTE Support:	.45 FTE
Indirect Expenses: *As of September 30, 2025.*	$57,914

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Small Town and Rural (STAR) Council
Chair or Co-Chairs:	Kari Petrasek
Staff Liaison: *(include name, job title, and department if known)*	Julianne Unite
Board of Governors Liaison:	Matthew Dresden
Purpose of Entity: *May be stated in Bylaws, Charter, Court Rule, etc.*	
As an advisory entity to the WSBA Board of Governors, the Small Town and Rural (STAR) Council is committed to strengthen and support the practice of law in the rural communities throughout Washington state. Members of the STAR Council work to ensure that the practice of law in rural communities is present, growing, and thriving.	
Strategy to Fulfill Purpose:	
The STAR Council continued to execute their three-phase strategic plan adopted in May 2022 by the full STAR Committee (NKA STAR Council), expanding their deliverables for FY25.	
How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The STAR Council directly supports the WSBA's mission by helping address the issue of "legal deserts" in Washington, strengthens the quality of legal practice in underserved areas, and serves as a critical "force multiplier" for rural practitioners throughout Washington.	
2024-2025 Accomplishments:	
Legal Lunchbox: APR 6 Law Clerks in Rural Practice. Delivered April 29, 2025. There were approximately 1556 attendees.	
The STAR Council resubmitted for the Rural Practice Month Proclamation from the Governor's Office. It was declared that November 2024 would serve as Rural Practice Awareness Month.	

Rural Practice Virtual Job Fair: In partnership with Gonzaga Law School, the STAR Council conducted their second rural practice virtual job fair, in attempts to connect rural employees with qualified applicants who may not have otherwise known about rural opportunities. 28 employers were initially registered for the spring job fair. They posted 31 jobs, six of those did not receive any applications and six other employers withdrew prior to the job fair either due to declining to interview the applicants or the posted job was filled by other means. 77 applications were received in total from 75 registered job seekers. At least 2 students were offered internships as result of the job fair.	
Internship Stipends: The STAR Council awarded 10 stipends in the amount of $5,000 each to law students to help them offset their living expenses during their summer internships.	
STAR Summit: The STAR Council hosted the 2nd Annual Small Town and Rural Practice Summit, in-person, at Heritage University in Toppenish. The all-day seminar was approved for 6.0 CLE credits, which includes 4.0 Other credits, 1.25 Law and Legal Procedure credits, and .75 Ethics credits. The Washington State Small Town and Rural Practice Summit convened a broad range of stakeholders, including judges, attorneys, and law school students from across Washington State, to discuss and learn about the challenges and opportunities facing rural communities and the legal professionals practicing within them. This event was thought-provoking and solution-driven as participants explored rural legal needs, resource allocation, access to justice issues, career fulfillment, and the opportunities and challenges associated with small town and rural law practice. The event included keynote presentations, panel discussions, and breakout sessions. The summit had over 100 registrants and featured a very popular Welcome Reception the evening before the CLE. The STAR Council is currently in discussion of how to host this event again for FY26.	
Rural Day of Service: On September 12, 2025, the STAR Council hosted a Rural Day of Service in partnership with Northwest Justice Project in Okanogan County. There were 7 attorney volunteers who served 14 clients who walked away with completed estate planning documents in hand.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Host a statewide Summit in Spring 2026, bringing together stakeholders to create goals on how to increase the number of lawyers in “legal deserts.”
2	Host a rural day of volunteering with a QLSP in one or two rural areas.
3	Host 2 virtual job fairs in FY26 and continue to offer career center discounts. We will also present another Legal Lunchbox CLE.
Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*	
1	Continue to carry out the STAR Council’s three-phase strategic plan.
2	Work with state organizations to create policy regarding student loan forgiveness for lawyers who work in “legal deserts.”

3	Ensure greater visibility for the STAR Council in the statewide legal practice.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The STAR Council actively seeks participation, input, and feedback from attorneys in traditionally under-represented areas of the state, including rural counties, Native American reservations, and areas outside the I-5 corridor. The STAR Council comprises a mix of private and public attorneys and comprises predominately attorneys outside the greater Seattle area.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA staff provide exemplary support for the WSBA STAR Council. Julianne Unite, Kevin Plachy, Chelle Gegax, and Vanessa Sweeney are all essential to the Council's success to date.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	13
Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	2
Number of Applicants for FY25: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	5
Budgeted Direct Expenses: *As of September 30, 2025.*	$7,500
Total FTE Support:	.40 FTE
Indirect Expenses: *As of September 30, 2025.*	$53,754

FY25 Demographics:
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	30%

	No	50%
	Chose Not to Respond	20%
District*	4	20%
	5	20%
	6	10%
	7N	10%
	8	20%
	9	10%
	Unknown	10%
Ethnicity	White or European Descent	80%
	Chose Not to Respond	20%
Gender	Female	30%
	Male	40%
	Non-Binary	10%
	Chose Not to Respond	20%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	10%
	Heterosexual	70%
	Chose Not to Respond	20%

WASHINGTON STATE
BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Name of Entity:	Washington Young Lawyers Committee (NKA Washington New Members Committee)
Chair or Co-Chairs:	Mason Ji
Staff Liaison: *(include name, job title, and department if known)*	Chelle Gegax
Board of Governors Liaison:	Jordan Couch

Purpose of Entity:
May be stated in Bylaws, Charter, Court Rule, etc.

The Washington Young Lawyers Committee, (WYLC, NKA Washington New Members Committee) derives its authority from the WSBA Bylaws, WSBA Board of Governors (BOG) Committees and Boards Policy, and WYLC Appointment Policy. Per Article XII.A of the WSBA Bylaws prior to Oct. 1 2025, the WYLC's purpose is to encourage the interest and participation of (i) new and young members and law students in the activities of the Bar; and (ii) developing and conducting programs of interest and value to new and young members consistent with the focus areas of public service and pro bono programs, transition to practice, and member outreach and leadership; and (iii) upholding and supporting the Guiding Principles of the Bar.

Strategy to Fulfill Purpose:

The WYLC took a multi-prong approach to fulfilling its purpose for FY25. First, it sought to increase its outreach and communication to the broader WSBA membership, by holding regular CLE events such as the Legal Lunchbox and Financial Focus CLE, hosting social events, and serving as a partner for the WSBA's MentorLink Mixers. Second, it promoted public service and leadership with its Public Service Leadership Award. The WYLC utilized the Pro Bono and Public Service Committee list serve to promote the award for FY25, leading to 15 nominations; the highest the committee has seen since FY17. Five applicants were chosen for the award and will receive a physical award as implemented by the committee for FY25. Third, it reaffirmed its dedication to and expanded upon its new member education and CLE opportunities for new members. The Financial Focus CLE (Insurance Basics for Lawyers), delivered on September 11, 2025, and Legal Lunchbox CLE (Digital Professionalism), delivered on July 29, 2025, were successfully planned and executed, in partnership with WSBA CLE, drawing strong attendance and positive feedback. The WYLC served as a partner for

a WSBA MentorLink Mixer: You Passed the Bar, Now What, on February 25, 2025. This MentorLink Mixer aimed at connecting self-identified mentors and mentees to discuss relevant topics for those just entering the profession after having passed the bar. Finally, it maintained its connections with and dedication to local and national bar associations by partnering with the King County Bar Association and Tacoma Pierce County Bar Association for the After Bar Exam Social and having representation at the American Bar Association Annual Meeting in Toronto, Ontario.

How does the entity's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The WYLC is the bridge for new members to the bar, connecting those new members to opportunities and networks with WSBA. To achieve this purpose, the WYLC has multiple project teams—including (1) Recruitment and Outreach, (2) Awards (3) Bylaws and Governance, (4) Debt and Student Loans, (5) Financial Focus CLE, (6) Trial Advocacy Program (TAP), and the (7) Mentorship Project Team that each served critical functions to ensure that the WYLC reach and connect new members with the resources they need. The Financial Focus CLE continues to deliver consistent annual programming in partnership with WSBA CLE, producing live CLEs with a New Member discount for those who qualify, and providing the ability for New Members to access on demand programming post-event. Similarly, the WYLC hosted a Legal Lunchbox CLE, on the theme of Digital Professionalism, ensuring that the WYLC stays on top of relevant topics for the new member audience and assisted in navigating the landscape of utilizing social media to ensure that legal professionals are able to face the ever-changing landscape of legal technology.

2024-2025 Accomplishments:

The WYLC presented a WSBA Bylaws amendment proposal (second read) at the July 2025 BOG Meeting in Walla Walla, WA, and received a unanimous vote of approval from the BOG. The WYLC proposed a change from the existing Bylaws,

XII. YOUNG LAWYERS A. PURPOSE: There will be a member segment within the Bar identified as "Young Lawyers" for the purposes of encouraging the interest and participation of (i) new and young lawyers and law students in the activities of the Bar; and (ii) developing and conducting programs of interest and value to new and young lawyers consistent with the focus areas of public service and pro bono programs, transition to practice, and member outreach and leadership; and (iii) upholding and supporting the Guiding Principles of the Bar.

B. DEFINITION
Active lawyer members of the Bar will be considered Young Lawyers until the last day of December of the year in which the member attains the age of 36 years or until the last day of December of the fifth year after the year in which such member first was admitted to practice as a lawyer in any state, whichever is later, **to their new**, proposed definition and purpose:

XII. NEW MEMBERS A. PURPOSE OF THE WASHINGTON NEW MEMBERS COMMITTEE There will be a member segment within the Bar identified as "Washington New Members Committee" for the purposes of encouraging the interest and participation of (i) new and young lawyers and law students in the activities of the Bar; and (ii) developing and conducting programs of interest and value to new and young lawyers consistent with the focus areas of public service and pro bono programs, transition to practice, and member outreach and leadership; and (iii) upholding and

supporting the Guiding Principles of the Bar. B. DEFINITION Active members of the Washington State Bar Association will be considered New Members until the last day of December of the tenth year in which such member first was admitted to practice in the State of Washington. OR Active members of the Washington State Bar Association will be considered New Members until the last day of December after the tenth year in which such member first was admitted to practice in the State of Washington. The WYLC disseminated an updated survey to gain insight from the new member demographic and compared those results to the survey done in 2020 to ensure that the proposed changes were still relevant. The results showed positive interest and support for the change in definition to the Bylaws, as well as for the change in name from "New Lawyer" to "New Member".
CLE Opportunities: the WYLC partnered with WSBA CLE to deliver a Legal Lunchbox CLE and a Financial Focus CLE, both of which were well attended.
February and July After-Bar Exam Socials: both were well attended and partnered with local bar associations such as King County Bar Association and Tacoma Pierce County Bar Association. The July social received 124 RSVPs, and the February social received 82 RSVPs. The February social event led to the recruitment, application, and appointment of the Olympia Region Representative, a position that has been vacant for an extended period.
Established a strong social media presence to get the word out about the committee's events, committee member profiles, awards (such as the Public Service and Leadership Award), and more. The WYLC has connected with the WSBA Communications team to successfully restore their presence on social media, which has been underutilized for some time. The WYLC's Social Media Project Lead, Ariel Cook, provides regular monthly updates with engagement numbers, post recaps and insight on trends in social media so that the committee can continue to best utilize this resource moving forward and grow their engagement.
During FY25, the WYLC held monthly meetings, on Mondays from 12:00 p.m. – 1:00 p.m. This was significant shift from previous fiscal years, when the committee met bi-monthly on Saturdays. During FY24, the WYLC was forced to cancel 3 of their 6 meetings due to lack of quorum. The committee saw an incredible positive change in meeting attendance due to the shift in meeting cadence for FY25, allowing them to host 100% of their meetings for the year without cancellation. This change directly impacted the committee's ability to discuss, implement and execute projects and events.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *SMART Goals can be an effective framework for the creation of goal; they detail the work you and your team hope to accomplish and help to foster and communicate clear expectations.* *SMART Goals are: Specific, Measurable, Relevant and Time-Bound*	
1	Establish the WYLC's pipeline with law schools. While law school representatives are invited to attend the committee's meetings, they have been absent from the committee's work. This is important, because mentoring law school students can allow new members to hit the ground running.

2	Amplify WYLC's social media presence and reach broader audiences. Ensuring that the WYLC's events are well publicized will allow even more new members to be impacted by WYLC's events and initiatives.
3	Expand collaboration with local bar associations to increase the WYLC's local impacts and establish greater reach. This is particularly important for reaching more new members in rural counties.

Looking Ahead: *Please share any long-term goals and/or priorities your entity seeks to address, beyond the next fiscal year.*

1	Increase visibility and engagement among new members.
2	Increase social media presence and impact to reach large numbers of new members statewide.
3	Sustain strong committee member participation and engagement to undertake efforts on enhancing the value and experience for new members through innovative programming, resources, and support.

Please describe how this entity addresses diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What techniques do you use to promote a culture of inclusion within the board or committee? How do you seek to elicit inclusive decision-making amongst your group? What more would you like to see done in this area to better support the needs of your entity?

The WYLC took care to select committee members that come from diverse backgrounds and practices. This year was the first year that the WYLC had a full committee in recent years, and the committee enjoyed having multiple perspectives at the table, which ensured inclusive dialogue. The committee's meetings are always structured to give all members an opportunity to share their perspectives and/or concerns during discussions.

Please share feedback regarding the support and engagement provided by WSBA.
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

I always say that WYLC cannot be what it is without the WSBA staff support. Chelle Gegax is the heart and soul of the committee, and whose work makes everything the committee does possible (including the monumental bylaws amendment this year, Chelle played an instrumental role). Vanessa Sweeney is who makes the committee tick and played a critical role in ensuring that the committee's tasks, goals, and initiatives were completed. I cannot have asked for better support this year, and truly truly thank Chelle and Vanessa for their amazing help.

Entity Detail & Demographics Report:
To Be Completed by WSBA Manager of Volunteer Engagement

Size of Entity: *(Include voting and non-voting members)*	18

Number of Vacancies for FY26: *The number of OPEN positions with terms beginning October 1, 2025 (FY26) if any.*	2
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2025 for terms beginning October 1, 2025 (FY26)*	13
Budgeted Direct Expenses: *As of September 30, 2025.*	$15,000
Total FTE Support:	.53 FTE
Indirect Expenses: *As of September 30, 2025.*	$55,046
FY25 Demographics: Demographic data is not available this year due to the transition from the WYLC to the WNMC.	

WASHINGTON STATE BAR ASSOCIATION

TO: Terra Nevitt, Executive Director

FROM: Kevin Plachy, Director of Advancement
Julianne Unite, Member Services and Engagement Manager
Carolyn MacGregor, Sections Program Specialist
Noah Baetge, Sections Program Coordinator
Vanessa Sweeney, Member Services and Engagement Program Coordinator

RE: WSBA Sections 2025 Annual Summary Memo & Section Annual Reports

DATE: December 9, 2025

Washington State Bar Association ("WSBA" or "Bar") Sections are entities of the Bar created and tasked to carry on the work of the WSBA and further their purposes as defined in the WSBA Bylaws and further articulated in individual section bylaws. Approximately 22% of all WSBA members belong to one or more of the WSBA's 29 sections.[1] Each year, section executive committees (also referred to as "section leaders" collectively) and WSBA staff work together to increase and improve the benefits and support available to section members. Sections generally rely on membership dues, CLE registration revenue, and publication royalties to fund their activities. Per the WSBA Bylaws XI.K, each WSBA section is required to submit an annual report to the WSBA Executive Director.

Section Membership Numbers Over the Years[2]



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Total Section Memberships	15518	16189	16642	17165	16220	15762	15520	15706	15643	15207	15005	15143
Unique Members	9339	9699	10005	10360	9869	9677	9635	9734	9739	9564	9462	9420
New Member Section Members	3237	3351	3500	3610	3256	3148	3163	3226	3198	3133	3002	2931

YEAR

[iii]

[1] Based on December 1, 2025, WSBA Member Demographic Reports and December 2, 2025, data from WSBA Regulatory Services Department.
[2] Reflects calendar/licensing year and based on December 2, 2025, data from WSBA Regulatory Services Department.

Summary of WSBA Sections for 2025 (January 1, 2025 – December 1, 2025):

- **15,143** section memberships.[3]
- **347** section leader volunteers across all 29 sections.[4]
- **$30** average dues amount to join a section in 2025 (range $20-$40). Current law student rate is $18.75[5] (as of October 1, 2025). Law student rate was $18.45 (January 1-September 30, 2025).

In FY2025, WSBA sections provided the following member benefits[6]:

- **76** section-sponsored educational programs with WSBA: CLE seminars (22) and mini-CLEs (54).[7]
- **$160,894** awarded in scholarships donations and/or grants.[8]
- **15** law school/student and new lawyer outreach events/benefits.
- **Over 450** legislative bills reviewed/drafted.
- **10** newsletters produced.
- **18** receptions or forums (non-CLE).

Sections Team: Internal Highlights & Goals in FY2025

The "Sections Team" is comprised of 2.5 WSBA FTEs[9] dedicated to the support and success of the 29 WSBA Sections through close partnership with section executive committees. In addition, several other staff members/departments throughout WSBA provide section-related support at different times, including staff from finance/accounting, CLE, legislative, regulatory, and communications.

The Sections Team provided valuable benefits to section members through the following:

- Provided guidance on WSBA policies and procedures pertaining to sections.
- Supported activities to foster sustainable sections.
- Supported a pipeline of future leaders.
- Facilitated collaboration between sections and other WSBA programs/efforts.
- Assisted with section member recruiting efforts.

The Sections Team highlights during FY2025 include:

- Hosted a virtual Fall Section Leaders Re-orientation in October 2024, which included speakers WSBA President Sunitha Anjilvel, Executive Director Terra Nevitt, and other WSBA staff

[3] Based on December 1, 2025, WSBA Member Demographic Reports. Section memberships range between 62 – 2,187 members.

[4] Based on committee member totals pulled from Personify for FY25. Includes New Member Liaisons; does not include BOG liaisons.

[5] The law student rate mirrors the per-member charge for a given fiscal year.

[6] Unless otherwise cited, all information was gathered from the completed FY2025 annual reports received from 24 of the 29 section executive committees.

[7] Based on data obtained from WSBA-CLE and accounting team on December 5, 2025.

[8] Based on year-to-date actual scholarships/donations/grant expense budget line in the September 2025 Monthly Financial Reports.

[9] The following positions are included in FTE count: Sections Program Specialist, Sections Program Coordinator, Member Services and Engagement Manager, and Member Services and Engagement Program Coordinator.

leadership. The orientation also included sessions on court rules, social media guidelines and support, partnering with WSBA CLE, and Sections resources and best practices. Attendance included 39 section leaders.

- Presented the annual Spring Section Leaders Meeting virtually in April 2025, inviting WSBA staff leadership to present on Sections program updates and budget planning. The program also included a panel of section leaders presenting on section benefits and member engagement, followed by discussion in breakout groups. Twenty-seven section leaders attended the meeting.
- Assisted sections and provided staff support for section events such as receptions, panels, and roundtables, presented in various formats (e.g., virtual, hybrid, in person).
- Continued monthly publication of the *Sections Bulletin*, including our regular "Did You Know" item highlighting various tools and tips that WSBA offers volunteers and members, and a Section Spotlight item. The *Bulletin* is intended to provide section leaders with up-to-date information regarding WSBA matters and events; best practice tips; supplemental resources regarding leadership, diversity, and educational development; and to connect sections with existing and relevant WSBA programs.
- Provided individualized support to section executive committees, including, but not limited to: design and implementation of member surveys; virtual, hybrid, and in-person event planning; financial and data analysis; guidance through the bylaws amendment approval process; facilitation of section newsletter review and production; section webpage formatting and content updates; support during executive committee retreats; and assistance developing and growing mentorship programs.
- Offered numerous drop-in sessions: two elections prep sessions for section leaders; two information sessions for interested applicants to section executive committees, and one for section leaders on budget planning.
- Completed a successful budgeting process, including review of budget histories and follow-up with sections before budgets were submitted to the Budget & Audit Committee.
- Engaged in ongoing collaboration with CLE, Legislative, Communications, and Finance staff to update materials and processes related to sections.
- Continued the Sections Noon Discussion Series with the following sessions:
    - January session on Section Member Recruitment Strategies led by Solo & Small Practice Section EC member Ann Guinn, and Communications Team staff member Connor Luk. with 13 section leaders in attendance.
    - July session on EC Member Onboarding, led by Manager of Volunteer Engagement Paris Eriksen and a panel composed of leaders from other WSBA entities. Eleven section leaders attended.
- Maintained and updated the online "Volunteer Toolbox," which includes section leader meeting recordings/materials, new tools, and resources for section leaders to utilize when planning and implementing their activities (e.g., templates, meeting tools, and policies).
- Compiled information and data from section annual reports and regulatory services to create annual section "Year in Review" infographs, with design support from the Communications Design Team.
- Worked closely with IT staff and section officers to administer section executive committee elections for all 29 sections.
- Worked closely with Member Services and Engagement Specialist Chelle Gegax to support and promote the Young Lawyer (now New Member) Liaison to Sections program.

Sections Team: Internal Goals for FY2026

The primary areas of focus for the Sections Team in FY2026 include continued support for section member and section leader recruitment; using improved communications and tools for virtual meetings and events; exploring innovative member benefit ideas; promoting collaboration among sections; fostering relationships between sections and the Board of Governors; and continuing engagement with section leaders through the annual spring update session, fall meeting programming, and Sections Discussion Series.

WSBA FY2025 Section Annual Reports

Included with this memo are the FY2025 section annual reports submitted by 24 of 29 section executive committees.

WASHINGTON STATE BAR ASSOCIATION

13047.23

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Administrative Law Section
Chair or Co-Chairs:	Susan Dumph
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Parvin Price
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Administrative Law Section is to seek participation of all interested members of the Bar to benefit section members, their clients, and the general public by: Exchanging ideas and sharing knowledge in administrative law, including the Washington Administrative Procedure Act, Public Records Act, and Open Public Meetings Act, through CLEs, publications, meetings, and other means of communication; Initiating and implementing common projects; Improving and facilitating the administration of justice in administrative law through the review of pending legislation and regulations, the development of proposed statutes, and the promotion of uniformity in legislation and administration; and providing other services that may benefit section members, the legal profession, and the public.	
Strategy to Fulfill Purpose:	

The Section's Diversity Outreach Committee actively solicits and recruits individuals to join the Administrative Law Section through recruiting events. The Section's Nominating Committee actively solicits and recruits individuals to join the Section' Executive Committee when openings arise. The Section's CLE Committee routinely hosts and puts on Mini-CLEs concerning various topics in administrative law. The Section's Legislation Legislative Committee tracks pending legislation, writes articles on legislative activity and agency actions, and where appropriate gives feedback back to the WSBA Legislative Liaison on pending legislation of concern to the section. The Section's Newsletter Committee publishes a Newsletter that includes articles on administrative law, and advertises events like the Section's CLEs; the Homan Award Committee solicits and reviews nominations for the Homan Award and awards it to individuals who have shown a strong dedication and commitment to administrative law through their actions and accomplishments. The Section's Publications and Practice Manual Committee ensures that the Section's Public Records Act Deskbook and Administrative Law Practice Manual are updated regularly and published.

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

The Section's purpose furthers this mission through the exchange of ideas and sharing of knowledge via publications the Section produces (The Public Records Act (PRA) Deskbook & Administrative Law Practice Manual); the CLEs it sponsors and produces; the Newsletter it publishes with articles and case law summaries; tracking proposed legislation and agency actions and best practices; and providing current knowledge on administrative law to the public and members of the Bar. It serves to better the practice of administrative law in Washington through both knowledge and awareness, which aids members of the Bar in championing justice

Top 2024-2025 Section Accomplishments:

Between October 1, 2024 and September 30, 2025, the Executive Committee held regular meetings via TEAMs video conferencing. These were typically scheduled for the third Monday of each month, unless an alternative date was chosen due to conflicts.

Mini-CLEs were produced on topics including the Computer Fraud and Abuse Act, Teacher Discrimination & Strict Liability, and IDEA/Special Education Issues in an Administrative Practice.

The Section authorized our Legislative Committee to send the Attorney General's Office (AGO) an expression of interest in the AGO's announced review of certain of its model Public Records Act (PRA) rules in response to a petition submitted by various media groups. The AGO issue WSR 22-21-023, a CR 101 Proposal Statement of Inquiry concerning possible changes to "WAC 44-14-010 through 44-14-040." This would include WAC 44-14-030(2) regarding record indexes. This letter included preliminary input on how that model rule and its related Comment could be corrected and improved. This expression of interest on the part of the Section did not result in our being included in any discussions between the AGO and the media petitioners about the proposed changes, if any, to the model rules. Our

leaders in this effort were Richard Potter, Chairman of the Legislative Affairs Committee, and John Gray.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound
Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.

1	**Develop at least 5 Mini-CLE presentations for the year**
2	**Annual Meeting/Retreat Development**
3	**Increase Newsletter Production to 3 – 4 times per year**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*

1	**Increase awareness in the Section re: the Homan Award**
2	**Further development of the Mentorship program**
3	**Begin work on updates for Section publications**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Administrative Law Section is involved in all areas of administrative law of interest to Washington lawyers, including Washington State administrative law, federal administrative law, tribal administrative law, and interstate compact administrative law. We recognize that most attorneys in Washington practice some type of administrative law, even if they never directly apply the Washington Administrative Procedure Act. The Section welcomes anyone as a member who has an interest in administrative law. Our members include: Assistant attorneys general; Public agency in-house attorneys; City attorneys (on private contract as well as municipal employees); County prosecutors; Private practitioners who represent clients subject to government regulation; Judicial officials; and Administrative Law Judges. The Section's Executive Committee strives to recruit members and board members from historically underrepresented backgrounds, LGBTQ+ attorneys, young/new attorneys, and attorneys from all over the state. The Section's Diversity and Outreach co-chairs have focused primarily on both creating awareness within the Section leadership about bias, equality and equity while developing a mentorship program that is designed to provide guidance and support to new and underrepresented attorneys as they begin their practice in administrative law. Instead of working directly with minority bar associations, we are focused on developing a Section that is inclusive and supportive of minorities in the practice area which we hope will foster a diverse population for the practice in the future. In addition, the Section tries to recruit attorneys for the Section Executive Committee and sub-

committees who have been practicing for a broad range of years, including attorneys who are planning for retirement and attorneys who have just begun their careers. We encourage all board and committee members—including new attorneys—to serve in all leadership positions, including as Section officers and Committee chairs. The Section's Young Lawyer Liaison is a voting member of the Section's Executive Committee.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership

For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Administrative Law Section has regular communication with our Section liaisons, particularly Carolyn MacGregor. She regularly attends our Section meetings and we could not be happier with the assistance we receive. The liaisons coordinate with the Section's graphic designer and WSBA legal counsel to review content in the draft Newsletter before publication. WSBA staff assist with the technical details and On24 support that help us create a more successful and accessible continuing legal education program. The Section also has the opportunity to interact with WSBA staff regarding legislation related to administrative law. Also very much appreciated is the annual new leaders orientation sponsored by the Bar in the fall.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Annual Meeting/Retreat at Alderbrook w/ CLE re: ADA	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
	Newsletters/publications produced
3 Mini-CLEs produced	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
We did not receive any nominations this FY for the Homan Award	Recognitions/Awards given

During the 2025 "long session" of the Washington legislature, the Section's Legislative Committee reviewed 24 bills (not counting companion bills) and monitored 19 of them as they moved through the legislative process. The areas of interest to the committee were the Administrative Procedure Act (34.05 RCW), the Public Records Act (42.56 RCW), the Open Public Meetings Act (42.30 RCW), the Office of Administrative Hearings law (34.12 RCW), and other statutes that affect administrative agency procedures, processes, hearings, rulemakings, appeals/judicial review, etc. (as opposed to the substantive law implemented by agencies). Ten bills of interest were passed by the legislature. The committee reported on these bills in the Section's newsletter. In 2025 the Section continued to monitor state agency rulemakings and to submit comments and testify on best practices for complying with the records indexes requirements of RCW 42.56.070(5) in the Public Records Act. It also advised state agency staff on creating their agency's online records indexes.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	242	**Membership Size**: *As of September 30, 2025.*
	13047.23	**FY25 Revenue ($):** *As of September 30, 2025.*
	429	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	15 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	1	**Number of Vacancies for FY26:**

		The number of vacant positions as of October 1, 2025 (FY26).
	6	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE
BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Business Law Section
Chair or Co-Chairs:	Barbara Prowant
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kevin Fay
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall be to benefit the members of the Section and their clients: (a) By encouraging research and study, and the development of best practices, in the area of business law in the State of Washington, and sharing these efforts through continuing legal education where possible and appropriate; (b) By participating in the development of state legislation and regulations in order to improve and facilitate the administration of justice in the area of business law; and (c) By undertaking such other services relating to the area of business law as may be of benefit to members of the Section, members of the Bar and the greater public.	
Strategy to Fulfill Purpose:	

CLE's organized by Committee Sections to provide member relevant education opportunities; proposed legislative changes coordinated with the WSBA Legislative Affairs; sponsored networking and volunteer events for the members; coordinated and sponsored UW and Seattle U Law School events.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section seeks to promote professionalism among our members by creating opportunities that promote building and fostering personal relationships among business attorneys across the State and by providing a forum for the discussion and exchange of ideas leading to the improvement of laws relevant to the practice of business lawyers.
Top 2024-2025 Section Accomplishments:
BLS Executive Committee Planning Retreat
Proposed revisions to the LLC Act; provided feedback on proposed HB 1635; considered the Uniform Mortgage Modification Act
Coordinated and sponsored outreach programs at UW Law School and Seattle U Law School; coordinated volunteer opportunity for the members with Food Lifeline; sponsored a Mariners networking event for the members; co-sponsored a joint networking event with AIPP Seattle KnowledgeNet
Filled the Financial Institutions Chair, Communication Chair (resulting in creation of a BLS LinkedIn page), and Young Lawyer Liaison positions which had been vacant for some time.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**To be provided by the incoming Executive Committee**
2	Click or tap here to enter text.
3	Click or tap here to enter text.

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase BLS membership and member engagement.**
2	**Continue to provide beneficial CLE programs, as well as networking and volunteer opportunities for the members.**
3	**Continue the BLS tradition of legislative participation.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The BLS EC has an "open-door" policy that encourages the members to be included in decision-making. It promotes a culture of diversity, equity, and inclusion as evidence by the composition of the Executive Committee represented by 50% women, racial and ethnic minorities.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

We appreciate our working relationship with the WSBA staff who provide assistance to help the Section and its programs and outreach operate smoothly, and the involvement and communication provided by Kevin Fay, our BOG representative, regarding BOG matters.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

2	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$5000 – donation; $3383 – scholarships	$ amount given through donations/scholarships/grants.
BLS LinkedIn created	Newsletters/publications produced
7	Mini-CLEs produced
3	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given

3	Legislative activity (Bills reviewed, tracked, proposed)
LinkedIn Page created	Other (please describe):
Volunteer and networking events	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	1150	**Membership Size**: *As of September 30, 2025.*
	36921.11	**FY25 Revenue ($):** *As of September 30, 2025.*
	21212.14	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	19 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	3	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	18	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Creditor Debtor
Chair or Co-Chairs:	Jerry Todd Tracy
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Todd Bloom
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
Provide continuing legal education programs on topics of interest to the section membership with the purpose of devoting revenue generated from said programs to debt related legal clinics or debt related education organizations; Provide communication amongst members of the section; Review and comment on proposed creditor-debtor legislation.	
Strategy to Fulfill Purpose:	
The Section sponsors continuing legal education programs that generate revenues which are then distributed, in the form of grants, to statewide legal programs or debt related education organizations. The Section also distributes information to members on the Section List-Serve re opportunities with the Court and regarding important legislation impacting section members.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Click or tap here to enter text.	
Top 2024-2025 Section Accomplishments:	
Provide grant funding of $5,000 to low income legal clinics across Washington. We awarded $2,000 to the Benton County Legal Aid Society and $3,000 to the Northwest Consumer Law Center.	
Provide quality CLE programs, including the bi-annual liens seminar; The Section also provided co-sponsorship (Oregon State Bar) of the Northwest Bankruptcy Institute.	
Review and comment on proposed legislation that is referred to the Section by WSBA that might have direct impacts on Section members. The Section will send out, via the listserve, summaries of some of the legislation that is of primary importance to section members and solicit input.	
Maintain active discussions amongst section members via the section list-serve.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Increase membership in the section**
2	**Provide more CLE opportunities to section members through regular mini-cles**
3	**Manage the section budget carefully to increase annual grant award**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase grant award to the $10,000 annual awards that have been given in the past.**
2	**Utilize YLD liaisons to assist with mini-CLE programming**
3	**Increase EC member involvement in setting up new programming in all of the state and not be as Western Washington "centric."**
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	

The Creditor Debtor Section's Executive Committee is aware of the need to be inclusive in all our activities. We are inherently diverse in that some of us represent creditors, some of us represent debtors, and others represent both. The Executive Committee strives to recruit candidates that represent members from historically underrepresented backgrounds. We strive to take positive steps to deal with those issues and the Section welcomes any member of the Bar that is interested in a substantive area of practice that we are involved with. We also strive to embrace the cultural differences that make interaction amongst us more interesting. The Section has not utilized the services of the WSBA Diversity Specialist and have not had any contact with or from that person. The Executive Committee continues to keep its focus on the issues of diversity and inclusion, together with the issue of avoiding inappropriate discrimination in our activities.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership

For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Click or tap here to enter text.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
0	Receptions/forums hosted or co-hosted
$5,000.00	$ amount given through donations/scholarships/grants.
0	Newsletters/publications produced
0	Mini-CLEs produced
0	New Lawyer Outreach events/benefits
0	Recognitions/Awards given
Before and during the legislative session, the EC leadership team and the legislative liaison receive e-mails from the WSBA that it thinks might be of impact to our section.	Legislative activity (Bills reviewed, tracked, proposed)

When those e-mails arrive, the information is sent to all members of the Executive Committee who review and respond according to the WSBA Protocols. If the Executive Committee wants to seek additional opinions from the section members, we will seek input via the listserve.	
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	404	**Membership Size**: *As of September 30, 2025.*
	$16131.85	**FY25 Revenue ($):** *As of September 30, 2025.*
	5000.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/2 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	6	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Civil Rights Section
Chair or Co-Chairs:	David Montes
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Tom Ahearne
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The mission of the Section shall be to educate and advocate for civil liberties and equal rights in the context of civil rights law and the legal issues of Washington State residents, with particular focus on those who have traditionally been denied such rights and equal treatment under the law including, but not limited to, racial, ethnic, or religious minorities; elderly; gay, lesbian, bisexual or transgendered; immigrants; mentally or physically disabled; impoverished; and homeless.	
Strategy to Fulfill Purpose:	
We are currently reviving the section from a bit of a lull, so we are working on a full picture of what the section will do. We envision that the section will put on CLE's related to various areas of civil rights law and practice. We also intend to have in person networking events to connect practitioners and start to publish a newsletter.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Civil rights law attempts to champion justice for the most vulnerable among us. By providing education to practitioners and helping people who wish to be involved in civil rights litigation a path to such involvement, we seek to champion justice.	
Top 2024-2025 Section Accomplishments:	
3 Online CLEs since November, 2024.	
1 in person networking event in July of 2025.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Host three additional CLEs.**
2	**Host at least one in person event.**
3	**Publish bimonthly news letters.**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Build section membership and engagement.**
2	**Build the section as a resource for practitioners.**
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
We have had open executive committee meetings and largely free CLEs at this point. We have not taken any action that would exclude any person. Moreover, we have tried to engage participation from organizations run by people from the communities we wish to serve.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions*	

Classified as Confidential

• *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
Click or tap here to enter text.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
3	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	166	**Membership Size**: *As of September 30, 2025.*
	$5693.21	**FY25 Revenue ($):** *As of September 30, 2025.*
	$360.00	**FY25 Direct Expenses ($)**

Classified as Confidential

		As of September 30, 2025. This does not include the Per-Member-Charge.
Section Executive Committee Information:	10 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	7	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Construction Law Section
Chair or Co-Chairs:	Bryce Sinner
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Francis Adewale
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall extend to the field of public and private procurement and construction matters, with emphasis upon laws, regulations, and administrative, and court decisions affecting the same. The purposes of this Section are to promote the education of Washington State Bar Association members in laws, regulations, and administrative and court decisions affecting such procurement and construction, the sound development of relevant laws and regulations, to cooperate in that endeavor with the American Bar Association and its sections, and to promote the objects of the Washington State Bar Association (hereinafter referred to as "WSBA").	
Strategy to Fulfill Purpose:	
The Construction Law Section fulfills its purpose by promoting member education, professional development, and community engagement. This includes issuing regular newsletters with updates on legislation, regulations, and court decisions; holding monthly Executive Committee meetings to	

oversee activities and subcommittees; and hosting annual Continuing Legal Education events such as a mid-year CLE in Seattle on the second Friday of June, a road trip CLE planned for Spokane in early 2026, and seasonal forums featuring expert speakers and site visits. The Section also provides members exclusive access to practical resources like editable contract templates, publishes and updates the authoritative Construction Law Deskbook to support practitioners, facilitates mentorship and outreach programs that support the professional growth of law students and practitioners, and organizes community service and volunteer initiatives. Additionally, the Section is exploring opportunities to collaborate with a Washington law school to offer a class in Construction Law.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Construction Law Section furthers the WSBA's mission by educating members on industry-specific legal issues, which supports the integrity of the legal profession. The Section also champions justice by creating and providing neutral construction contracts and other practical resources, as well as engaging in community service initiatives.
Top 2024-2025 Section Accomplishments:
Successfully hosted the midyear Continuing Legal Education (CLE) event in June, featuring comprehensive updates on construction law and engaging judicial panels.
Organized a well-attended site visit to the new Seattle Aquarium in March 2025, providing members with a unique opportunity for legal and industry engagement. Organized an opportunity for section members to attend a Mariner's game to facilitate interaction and camaraderie among construction law practitioners.
Published and distributed multiple quarterly newsletters, offering critical case updates, legislative news, and Section announcements to members.
Updated and enhanced the Section's LinkedIn presence and other social media platforms to improve communication, outreach, and member engagement.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Successfully plan and execute the midyear CLE event by June 2026**
2	**Regularly publish and distribute the Construction Law Section newsletter**
3	**Organize and host a road trip CLE event on the Eastside of Washington by March 2026 to increase regional member participation**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Expand statewide outreach to increase active participation of members from underrepresented regions, including Eastern Washington, through targeted programming and regional events.**

2	**Develop and maintain comprehensive digital resources, including an updated online Construction Law Deskbook and practical contract templates, ensuring they remain current with legal developments.**
3	**Foster collaboration with Washington law schools to establish a sustainable Construction Law education pipeline, including expanded mentorship programs and potentially a credited course offering. Explore collaboration with the ABA's construction law writing contest to create an opportunity for Washington law students to participate, with a WSBA-sponsored award offered in addition to the recognition provided by the ABA.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Construction Law Section addresses diversity, equity, and inclusion through its dedicated DEI Subcommittee, which focuses on strategies to diversify both the committee and attract diverse attorneys to the practice area. Recently, the Section amended its Bylaws to grant the Young Lawyer Liaison voting rights, increasing new and young members' input in decision-making. The committee remains committed to ongoing efforts to increase inclusivity and diverse leadership within the Section.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Noah and Carolyn have been excellent to work with—very responsive and always willing to assist. Carolyn regularly attends our meetings and is able to provide immediate answers or promptly follows up when needed. However, we have not observed much involvement from the Board of Governors or our assigned BOG liaison. At this time, we do not have specific suggestions for enhancing WSBA support but remain open to any ideas the WSBA may offer to strengthen our collaboration.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

None this year	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA

Hosted one full-day CLE with discounted tuition for Section members	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Multiple events, including a site visit to the new Seattle Aquarium and a Mariners game gathering	Receptions/forums hosted or co-hosted
None this fiscal year	$ amount given through donations/scholarships/grants.
Two newsletters published	Newsletters/publications produced
None this year	Mini-CLEs produced
Conducted "Lunch with Lawyers" events for law students and engaged with local law schools for outreach	New Lawyer Outreach events/benefits
Presented a Lifetime Achievement Award to Paul Cressman	Recognitions/Awards given
No formal legislative activity this year	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	476	**Membership Size**: *As of September 30, 2025.*
	$25712.74	**FY25 Revenue ($):** *As of September 30, 2025.*
	$4003.29	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	16 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:**

		The number of vacant positions as of October 1, 2025 (FY26).
	8	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Criminal Law
Chair or Co-Chairs:	Dan LeBeau
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To provide a forum for the exchange of ideas in the areas of criminal law, correction, procedure, and evidence.	
Strategy to Fulfill Purpose:	
Coordinate regular virtual and in-person meetings with prosecutors, defense attorneys, and individuals interested in criminal law.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Criminal Section provides continuing education on topics for practitioners of all experience levels. The most recent Criminal Justice Institute focused on providing practical advice for attorneys with	

limited experience with criminal law. CJIs focus on current topics and recurring issues from a global and holistic view of the law.	
Top 2024-2025 Section Accomplishments:	
32nd Annual Criminal Justice Institute	
Reviewed legislation and provided feedback as applicable.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	33rd Annual CJI
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Continuing annual Criminal Justice Institute trainings
2	Continued and increased input on legislation.
3 **4**	Quarterly lunchbox CLEs. Review and update bylaws.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
Our CJI routinely includes presentations on race, equity, and inclusion. For example, the 30th Annual CJI included a panel, "Race and Washington's Criminal Justice System," and a panel, "Fairer Outcomes Through Data." The 32nd CJI included a panel on immigration law. We have encouraged and appointed board members from diverse jurisdictions across the state.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	

Carolyn and Sally are very communicative and helpful.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
32nd Annual CJI, providing 6.5 credits	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Scholarship for CJI for one member: $275.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	327	**Membership Size**: *As of September 30, 2025.*
	17884.30	**FY25 Revenue ($):** *As of September 30, 2025.*
	2823.21	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*

Section Executive Committee Information:	17 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	2	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	9	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[1]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Dispute Resolution
Chair or Co-Chairs:	Paula Emery
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Tom Ahearn
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The section promotes the informed use and best practices for all dispute resolution processes in Washington.	
Strategy to Fulfill Purpose:	
The Dispute Resolution Section provides resources, develops programs, and addresses legal, legislative and public policy issues to: 1) enhance the skills of dispute resolution practitioners; 2) educate the public in the availability and use of party-determined solutions; and 3) assist the growth and development of dispute resolution services across the State of Washington.	

[1]

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Educating members of the Bar and the public about Dispute Resolution serves to bring awareness to nonlitigation methods of resolving disputes. These methods can be more efficient, less expensive, faster, allow party control of the process, provide for the use of experts in the subject matter as decision-makers, and allow privacy in the dispute resolution process. We also serve members of the Bar by bringing CLE opportunities in DR subjects and procedures, by holding networking events, and by providing channels to communicate with other Section Members and with other DR professionals or interested parties. Additionally, we monitor and, as appropriate, support the development of and comment upon legislation to further ensure the integrity and utility of DR processes.	
Top 2024-2025 Section Accomplishments:	
Sponsored the 27th Northwest Dispute Resolution Conference, with 130 attendees and net positive section revenue.	
Cross-section collaboration and development work beyond the bar in legislative and public policy through session bill tracking and information gathering sessions, specifically in the areas of early mediation in family law dissolutions, foreclosure fairness and juvenile justice.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Increase attendance at 2026 NWDR Conference by 50%**
2	**Deliver 3 miniCLEs on topics of interest to practitioners and advocates with other sections**
3	**Engage a legal intern to research and report on dispute resolution investments noted in the RCWs, WAC and local court rules**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase section membership by 30%**
2	**Diversify section membership through outreach efforts and programming**
3	**Improve collaboration with other sections, to achieve economies of scale in delivering programming through volunteer section leaders**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

As the second oldest Section (in terms of the median age of our members), the DR Section has both unique challenges and opportunities in addressing systemic inequalities. We also enjoy the benefit of being able to welcome those who are not members of WSBA (or are ineligible to join WSBA) as DR section members. These members participate in a non-voting capacity as part of our section and contribute thought leadership and challenge siloed thinking that can inhibit the impact of DEI efforts. DEI topics are top of mind as the conference planning committee solicits and reviews presenter proposals. We have intentionally cultivated membership on the ExCom from recent law school graduates and will continue these efforts to produce programming that resonates for all experience levels and incorporates our members' lived experiences.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

We have enjoyed close communications with and great support from our WSBA staff liaison and other WSBA personnel. They have helped us accomplish our projects and helped us negotiate WSBA filings and permissions, including shepherding amended section bylaws to BOG approval and navigating a tricky repair after a significant miniCLE challenge presented by the On24 platform. Carolyn frequently attends our monthly Executive Committee meetings. We continue to seek opportunities to deepen connections with the Board of Governors through our BOG liaison and especially appreciate the warm welcome received at the May Board of Governors meeting in Port Angeles.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Northwest Dispute Resolution Conference produced by the section and supported with in-kind contribution (facilities use) from the University of Washington School of Law	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted

$1460.50	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
1 miniCLE, Preparing Your Client for Mediation	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Reviewed and tracked 8 bills in 2025 session	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	289	**Membership Size**: *As of September 30, 2025.*
	$14441.26	**FY25 Revenue ($):** *As of September 30, 2025.*
	$6955.80	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	14 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for*

		vacant positions and terms beginning October 1, 2025 (FY26)

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Elder Law Section
Chair or Co-Chairs:	Nicholas Pleasants
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Parvin Price
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
Improve WSBA members' understanding of the legal needs of older adults in Washington; (2) Create a cooperative structure through which WSBA members can work together to better understand Elder Law issues and effective problem solving approaches; (3) Provide legal assistance to older adults in Washington; (4) Serve as a liaison between the WSBA, BOG, Section members and other organizations serving older adults; and (5) Facilitate opportunities for research, advocacy and publications in the field of Elder Law.	
Strategy to Fulfill Purpose:	
The Elder Law Section: (1) hosts regular CLE programs on issues impacting older adults; (2) monitors legislation impacting older adults and shares information with members; (3) maintains an active listserv for section members to collaborate and consult on elder law issues; (4) holds monthly meetings for the executive committee that include the WSBA staff liaison	

and BOG liaison; and (5) sponsors a summer intern to provide legal assistance to low-income seniors at a nonprofit legal aid organization.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Section provides legal education, advice and consultation, and legislative updates with members. The Section sponsors a legal intern to provide free legal services at a nonprofit legal services organization.	
Top 2024-2025 Section Accomplishments:	
Elder Law Spring CLE – May 20, 2025 – Case Law and Legislative Update, Ethics in Multi-Party Representation, Needs-Based Benefits Update, Financial Planning for Seniors, Protection Orders, Pro Bono Update	
Elder Law Fall CLE – September 24, 2025 – 86 attendees, great feedback – Complex Planning, Estate Litigation, Medicaid Strategies, Attorney Wellness, Continuing Care Communities, GALs and Special Representatives	
Monitored legislation impacting older adults, shared legislative information with members, and provided comment to the legislature when necessary	
Supported publication of annual Senior Bulletins on Washington Law Help	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Host 2 CLEs, one in spring and one in fall**
2	**Maintain vibrant section listserv for mentorship, collaboration, and consultation**
3	**Sponsor legal intern at non-profit legal aid organization for summer 2026**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Monitor legislation impacting older adults and engage Section members in legislative information-sharing and comment when appropriate**
2	**Collaborate with WSBA, BOG and Washington State Bar Foundation to achieve goals**
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	

The Section sponsors a legal intern to work with a Washington legal services organization. Internships at legal services organizations are traditionally unpaid, which means the intern must have a separate source of income or support to participate. Therefore, these internships are not available to many students and disproportionately unavailable to BIPOC students. Sponsorship by the Section opens the opportunity to all students and encourages a more diverse and inclusive pool of applicants. In addition, the Section leadership has regular discussion about strategies for making the Section open and available to all WSBA members in an effort to create a more diverse and inclusive Section.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership

For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Section has a good working relationship with liaisons from WSBA, BOG and Washington State Bar Foundation. Our liaisons have been very involved in Section activities and business and extremely helpful to Section leaders.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

2 – Spring and Fall full-day CLE's	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1 (Peter Greenfield Fundraiser with KCBA GELS)	Receptions/forums hosted or co-hosted
$34,912 in grants ($30,000 for Senior Bulletins, $4,912 for Peter Greenfield Intern)	$ amount given through donations/scholarships/grants.
0	Newsletters/publications produced
0	Mini-CLEs produced
1	New Lawyer Outreach events/benefits
0	Recognitions/Awards given
Many	Legislative activity (Bills reviewed, tracked, proposed)

Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	621	**Membership Size**: *As of September 30, 2025.*
	$32335.62	**FY25 Revenue ($):** *As of September 30, 2025.*
	$34934.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	14 voting/4 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	12	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

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Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Environmental and Land Use Law
Chair or Co-Chairs:	Jason A. Foust
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Jordan Couch
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The ELUL Section is a formal association of attorneys who share a common focus and interest in the practices of environmental and land use law. Our Section represents a diverse membership with individuals, drawn from law firms, solo practice, government, private industry, and public interest groups, who often represent different sides of an issue, but who are all committed to civil and professional cooperation for the benefit, protection, and enhancement of our communities and Washington State. Accordingly, our Section aims to provide opportunities for the exchange of ideas surrounding environmental and land use law.	
Strategy to Fulfill Purpose:	
ELUL Section activities fulfill the Section's purpose in the following ways: (1) We host educational (CLE) events and gatherings for lawyers, law students, and professionals. We make an effort to include the presentation of differing opinions in our CLEs, so that we can	

educate each other on various sides of land use or environmental issues and legal positions. Our educational events also frequently include a "view from the bench," which provides practitioners with insight into what our court and administrative judges need and wish to see to effect justice; (2) We keep our membership up-to-date about Section events and developments in our practice areas through the use of our website (blog), social media accounts (Facebook and LinkedIn), and our email ListSERV; (3) We share information about bills in the Washington Legislature that are relevant to environmental and land use law on a weekly basis during session; (4) We co-host networking events for law students and practitioners to support law students' interest in our practice areas. We also support law students with fellowship and scholarship awards. Not only does this expose students to the field, but it promotes involvement by attorneys and furthers civility and professionalism by creating an environment of inclusion and open communication; and (5) We offer social and networking events designed to support camaraderie and WSBA's professional networking needs.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The ELUL Section furthers WSBA's mission to serve the public and members of the bar by supporting communication and collaboration between them. In practice, the ELUL Section supports this communication through our newsletter (blog) and events, which are open to anyone – members and the general public. We also provide regular email updates on legislative bills during the legislative session, which are shared as a member benefit. The ELUL Section ensures integrity of the legal profession by providing educational opportunities and opportunities for civil discourse on ethics and environmental and land use legal issues. Due to our membership's differing perspectives on the legal issues surrounding our practices areas, professionalism is essential to our Section's continued success in supporting communication and collaboration. Our educational events also frequently include a "view from the bench" to provide opportunities for the court and administrative judges to share insights with practitioners. We champion justice by our dedication to uplift law students and Section members in government and non-profit roles. This effort is clear through our fellowship grants and scholarships, which subsidize legal internships and/or attendance at our annual Mid-Year conference.
Top 2024-2025 Section Accomplishments:
We hosted multiple CLEs, including (1) the 2025 Mid-Year CLE which was held over two days at Alderbrook Resort, with a virtual option and sold out in person attendance (2) our first land use-focused CLE which was held in WSBA's conference room in Seattle; (3) two virtual mini-CLEs in November and December of 2024. Two more mini CLEs are currently being planned for the Fall of 2025.
Tracked and reported weekly to Section members on 372 legislative bills during the 2024 legislative session.
Held a well attended law student event that allowed prospective environmental practitioners the opportunity to meet and speak with members of the ELUL Section and the greater environmental law community.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Commitment to make ELUL CLEs accessible for all Section members, regardless of practice or geographic location.**
2	**Active engagement in law school outreach, provide scholarships, and provide law students with networking opportunities with experienced practitioners.**
3	**Provide timely legislative updates on all bills that affect environmental and land use practitioners.**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increasing engagement among section members and increase membership of the section.**
2	**Decrease expenses and increase revenue to balance the section budget.**
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The ELUL Section is always pleased to support new and incoming attorneys. The Section provides law student fellowships to students working on an internship position each year. Additionally, the Section provides for scholarships funds to support attendance at our annual Mid-Year conference by attorneys working in government and non-profit jobs. Our Section is committed to including diverse topics for our CLEs—for example, our presentations included tribal law, environmental justice, and differing perspectives on land use regulations.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

We have communicated frequently with WSBA staff about budgeting issues and CLE planning. We include WSBA staff in our meeting and event invitations, and regularly communicate any updates for our Section. We are interested in upgrading the level of communications between the Board of Governors and the ELUL Executive Committee.

Please quantify your section's 2024-2025 member benefits:

For example: • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
1 two day CLE seminar.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
2	Receptions/forums hosted or co-hosted
$6,339.51 ($1,339.51 for the Midyear and $5000 in student fellowships.	$ amount given through donations/scholarships/grants.
0	Newsletters/publications produced
2	Mini-CLEs produced
2	New Lawyer Outreach events/benefits
0	Recognitions/Awards given
372 bills tracked and reported	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	749	**Membership Size**: *As of September 30, 2025.*
	$33905.68	**FY25 Revenue ($):** *As of September 30, 2025.*
	$13170.37	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/7 non-voting	**Full Size of Executive Committee (per Section bylaws)**:

		Include and specify voting and non-voting positions.
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

Health Law Survey
All Individual Data.p

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

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Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Health Law Section
Chair or Co-Chairs:	Elena Praggastis
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Emily Arneson
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To achieve the Mission of the Section, the Section Executive Committee ("EC") shall have the following Purpose: (1) Facilitate engagement and dialogue among: attorneys, others who work in the broad field of health law, between Sections, and other groups having common interests in health law. (2) Provide regular opportunities to better understand health law through education and the exchange of information. (3) Receive and share updates on pending and proposed legislation affecting health law. (4) Promote cooperation between sections within the Association and between the Association and other groups having common interests in the health care system. (5) Provide such other services as may be of benefit to the members, the legal profession, and the public.	
Strategy to Fulfill Purpose:	
Provide MiniCLE & full/half-day CLE content to members and non-members; provide non-CLE educational content to law students; provide scholarship funds for students and attorneys attending health law-related conferences; provide in-person opportunities for networking; provide written	

published content on a regular cadence - showcasing the work of the Section, certain legislative updates, and insights on various health law topics; explore mentorship and pro bono opportunities for our membership to participate in for future terms.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
Our content highlights high quality legal services and provides opportunities for our membership to learn more about the law, hone their skills, celebrate equity and inclusion, and explore the various facets that make up health law as a profession.
Top 2024-2025 Section Accomplishments:
2025 Student Health Law Fair – a half-day program at UW School of Law, inviting students from multiple schools to learn about health law, and promote students' interest in health law generally; in-person presentations from members of the health law community to students; careers panel; networking hour for all presenters, planners, and attendees April, 2025).
2025 Health Law Section Newsletter – a multipage compilation of achievements of the Section, makeup of the Executive Committee, opinions from members of the health law community on various pertinent legal issues, and fast facts about the Section and Executive Committee (currently w/ WSBA for publication).
2025 Conference Scholarship – Funding provided for lodging, transportation, and tuition for two students or early practitioners to attend a health law-related conference with offered CLE credit; WSSHA Spring/Fall Conferences, or AHLA Conferences as examples (this Term applications were non-competitive we were able to offer one scholarship).
Mini & Half-Day CLEs – The Section put on content re: Legal Issues in Healthcare Operations (half-day, virtual, 9/25/24); What to Expect Under the New Administration in Health Care (mini, 3/11/25); The Corporate Practice of Medicine (virtual mini, 7/9/25); and a collaboration w/ the L&E Section, Health Law Meets Labor and Employment (virtual half-day, 8/27/25).
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	Continue hosting educational events of relevance to HLS members and others.
2	Host another successful Student Health Law Fair.
3	Provide additional scholarships for students/new practitioners to attend health law conferences, and continue to improve the Executive Committee's process for administering the scholarship program.
4	Host a networking/social event for members.
5	Distribute at least one newsletter/bulletin for members.

6	Plan for a WSBA-curriculum based mentorship program for experienced attorneys to be paired with newer practitioners and law students interested in health law.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Continuity and competency of EC leadership.
2	Develop a regular and reputable program schedule that members can look forward to and count on each term year.
3	Explore strategies for getting in touch with our membership and surveying members to see what types of programing and other value the EC should prioritize year to year.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

We have hosted CLE events focused on access to healthcare among diverse groups and related issues. We continue to provide a scholarship program to enable students and new practitioners to attend health law conferences, based on financial need. When recruiting for open positions and providing opportunities within the Executive Committee, our Executive Committee is intentional about maintaining diversity among participants. Representatives from our Executive Committee attended WSBA sessions related to diversity and inclusion. We had at least one representative from the Executive Committee attend at least on Board of Governors dinner to create touch points with the Board of Governors and leverage our connection to the benefit of our membership.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Carolyn MacGregor is an amazing staff liaison! She provides a great deal of value to our regular EC meetings and we enjoy working with her. Emily Arneson attended our regular EC meetings and consistently provided timely, succinct, and helpful summaries of various BOG issues and happenings. One thing that may be helpful is to have one assigned BOG liaison for multiple terms/years, because by the time the year is ended and we've developed a good rapport with our liaison, it seems it is already time to meet someone new. Tech support and general WSBA support for CLE events was VERY helpful and comprehensive. We continue to be frustrated by issues related to our section listserv and how best to connect with our membership.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*

• *4 mini-CLEs produced*	
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$1,250	$ amount given through donations/scholarships/grants.
0 (we have one w/ WSBA near publishing that we've worked on this Term)	Newsletters/publications produced
2	Mini-CLEs produced
1	New Lawyer Outreach events/benefits
1	Recognitions/Awards given
0	Legislative activity (Bills reviewed, tracked, proposed)
0	Other (please describe):
0	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	393	**Membership Size**: *As of September 30, 2025.*
	$9697.95	**FY25 Revenue ($):** *As of September 30, 2025.*
	9391.24	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	8 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*

	1	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	9	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Indian Law Section
Chair or Co-Chairs:	Andrew T. Pollom
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Christopher Bhang
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Indian Law Section's purpose is to seek the participation of all interested members of the Bar, and of county and local bar associations, in order to benefit such members, their clients, and the general public.	
Strategy to Fulfill Purpose:	
(a) By providing the opportunity for exchange of ideas in the area of Indian law; to further the development of this area of the law; to communicate useful information pertaining to Indian law to members of the Bar; and to improve the application of justice in this field, all in conformity with the Bylaws of the Bar; (b) By initiating and implementing common projects; (c) By review of pending legislation and development of proposed statutory enactments to improve and to facilitate the administration of justice within the Section's area of interest; (d) By undertaking such other service as may be of benefit to the members, the legal profession and the public.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The ILS works each year to ensure that members interested in Indian law have opportunities to further their knowledge and network together. Indigenous communities are often underserved, so championing justice is at the core of every Indian law attorney's work. ILS allows those attorneys to network together and learn for the purpose of serving those communities
Top 2024-2025 Section Accomplishments:
The Section held its 37th Annual Indian Law CLE in May in partnership with the Tulalip Tribes of Washington and Stokes Lawrence LLP. This year was the first time the CLE was held outside of Seattle and in partnership with a local Native Nation. This continues to generate a great amount of revenue for the section, which allows the section to provide scholarships and other services to the greater Indian Law community.
The Section provided financial assistance to Native American Law Student Association (NALSA) groups at Seattle University School of Law, University of Washington School of Law, Gonzaga School of Law, the Northwest Indian College, and to the SU and UW scholarship funds. Funds were utilized for attendance at Moot Court competitions and scholarships for members. The Section also sponsored a table at the UW NALSA Salmon Bingo Dinner and the UW Law annual symposium.
In April 2025, the Indian Law Newsletter was published for the first time in five years.
In December 2024, the Section hosted the first holiday reception since the COVID pandemic.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	Host the 38th Annual CLE
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Sponsor meet and greets for section members and law students
2	Sponsor opportunities to connect section members with native college students interested in law school
3	Sponsor meet and greets for section members and law students

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

Diversity is part and parcel of the ILS mission. Native Attorneys are often drawn to Indian law and frequently take leadership roles in the Section. For instance, the 2021-2023 Chair and Chair-Elect were both members of a tribe and approximately five at-large members are also Tribal members. The ILS welcomes members of other under-represented groups as well.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Our WSBA staff liaison continues to be instrumental in our Section's success. Attendance at meetings was reliable and communication was excellent. We are well-supported by this staff member. Our contact with the Board of Governor's Liaison has improved since prior year but we think attendance to at least a few meetings annually might be useful. WSBA has significantly improved its consultation with the ILS and we appreciate being included in conversations that are about Indian Law. We hope this will continue for the benefit of all.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$50,0000	$ amount given through donations/scholarships/grants.
1	Newsletters/publications produced
0	Mini-CLEs produced
0	New Lawyer Outreach events/benefits
0	Recognitions/Awards given

0	Legislative activity (Bills reviewed, tracked, proposed)
0	Other (please describe):
0	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	364	**Membership Size**: *As of September 30, 2025.*
	$22677.43	**FY25 Revenue ($):** *As of September 30, 2025.*
	$51335.02	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	12 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	3	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	International Practice Section
Chair or Co-Chairs:	David Freeburg
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kristina Larry
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The International Practice Section has a broad focus that includes not only the study of current developments in the field of international law but also immigration law, international transactional work, aerospace, taxation, intellectual property, financing, services, trade regulation, exports and imports, transnational contracts, travel, and international dispute resolution. Members represent a wide variety of backgrounds and practices, including full-time and part-time practitioners, government, business, foreign lawyers, academia, internationally-focused law students, and those simply intellectually interested.	
Strategy to Fulfill Purpose:	
The Section provides benefits to members by engaging in CLEs and related educational activities. The Section develops contacts and communicates with WSBA members, foreign lawyers, scholars, law students, and the public through the section listserv, email and other means. The Section fosters	

mentorship through its mentorship program, which pairs members with law students and foreign lawyers. The Section also initiates, sponsors, and promotes within the WSBA, court rules and legislation regarding international practice issues as appropriate, and serves as a representative of the WSBA, subject to appropriate authorization, on international practice issues.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
We help our members strengthen their representation of clients involved in the international practice of law
Top 2024-2025 Section Accomplishments:
We produced 4 mini-CLEs
We co-sponsored an in-person annual general meeting at the U.S. District Courthouse for W.D. Wash.
We provided $5,000 in scholarships to 2 Huneke Fellows
Click or tap here to enter text.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Increase the number and size our Huneke fellowship awards**
2	**Double the number of our mini-CLEs**
3	**Return to 2 in person events per year**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*

1	Click or tap here to enter text.
2	Click or tap here to enter text.
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
We deliberately seek out diverse leaders to serve our international clients and the public
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions*

• *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
We are lucky to have the assistance of Carolyn MacGregor
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$5,000	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
4	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
2 Huneke Fellowships	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	217	**Membership Size**: *As of September 30, 2025.*
	$8189.27	**FY25 Revenue ($):** *As of September 30, 2025.*
	$2724.00	**FY25 Direct Expenses ($)**

		As of September 30, 2025. This does not include the Per-Member-Charge.
Section Executive Committee Information:	14 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	9	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	WSBA IP Section
Chair or Co-Chairs:	Connie WAN
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Alain Villeneuve
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To promote the practice of Intellectual Property Law.	
Strategy to Fulfill Purpose:	
To support the practitioners and communities with educational programs and pro bono support	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Member outreach, community outreach, and hosting CLEs	
Top 2024-2025 Section Accomplishments:	
Hosted 4 CLEs including free CLEs to section members	

Gave 3 $5,000 scholarships to law students from each of WA law schools	
Supported patent pro bono program hosted at the SU law school through $5 donation	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Plan and present 4 CLEs
2	Work with law schools to give another 3 scholarships
3	Work with Seattle U. law school to continue the support to WA state patent pro bono program
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Expand IP section membership through CLE programs including free CLE offers to the members
2	More community outreach by working with patent pro bono program
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
Click or tap here to enter text.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
Click or tap here to enter text.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
4	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
20000	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
3	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
6	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	764	**Membership Size**: *As of September 30, 2025.*
	$23052.16	**FY25 Revenue ($):** *As of September 30, 2025.*
	20224.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	9 voting/1 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*

	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Juvenile Law Section
Chair or Co-Chairs:	Bailey Zydek
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kari Petrasek
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Section will provide a forum to discuss issues of concern and act as an agent of change to improve the law and practice related to civil and criminal matters involving children and youth in Washington State. This Section welcomes advocates from all interested disciplines and a variety of fields of law, including juvenile justice, child welfare and those who represent youth in civil legal practice. The Section is concerned with all aspects of juvenile law and policy: dependency, offender, civil legal needs of youth and status offenses (children in need of services, youth at risk, and truants).	
Strategy to Fulfill Purpose:	
The Juvenile Law Section provides an opportunity for legal professionals who work with juveniles and their families in child welfare and juvenile justice to meet together and work collaboratively on issues facing their clients. The Section acts as an agent of change to improve the law and practice related to civil and criminal matters involving children and youth in Washington state.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Juvenile Law Section is primarily concerned with providing community, education, collaboration, and support around areas of legal practice for indigent and underrepresented clients and families, including in practice areas such as child welfare, juvenile justice, status offenses, immigration as it relates to children and families, truancy, at-risk youth and children in need of services proceedings, as well as a variety of civil legal needs of youth.
Top 2024-2025 Section Accomplishments:
The JLS sponsored and held five mini-CLEs over the past year: 1) Evidence with Judge Michael Schwartz on 3/7/2025; 2) Child Development and the Impact of Trauma on the Brain on 5/9/2025; 3) DDA Intake, Eligibility, and Services, and Cross-Systems work with DCYF on 6/11/2025; 4) Building a More Equitable Profession – A Moral Imperative on 6/20/2025; 5) An Overview of Special Education in Washington State on 7/11/2025. The mini-CLEs were well-attended and provided a variety of topics for members and non-members.
The JLS put on, and/or participated in, outreach events to Seattle University School of Law and Gonzaga University Law School to encourage law student participation in the JLS. The events included the participation and planning by the JLS's Young Lawyer Liaison and the JLS's Treasurer. The events were also attended by other lawyers practicing in the child welfare field. As a result of these events, two law students joined the JLS and became the new law student representatives.
As a result of its outreach efforts (including its mini-CLEs, outreach to law schools, and scholarship opportunities), the JLS grew its memberships by approximately 50% during FY 2025.
The JLS amended its by-laws to stagger the terms of the Executive Committee officers. In odd numbered years, the JLS will vote for the Chair, Chair-elect, Secretary, Treasurer, one officer of each committee (Juvenile Justice, Dependency and Child Welfare, Civil Legal Needs, and Legislative), one At-Large member, and the Young Lawyer Liaison. In even numbered years, the JLS will vote for one officer of each committee, the CLE Coordinator/Publication Editor, and one At-Large member. The purpose of staggering the terms is to promote consistency in the Executive Committee and to ensure there are always officers with experience with the section during elections, which can be an unstable time.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	The JLS will hold monthly or bi-monthly mini-CLEs or CLEs, free to JLS membership and open to other Sections and general WSBA members, on topics relevant to the JLS (including juvenile law, dependency law, juvenile justice, civil legal needs, and race/equity/disproportionality in the juvenile justice legal space).
2	The JLS will finish its update of the JLS website. Tasks include publishing the membership directory, creating a "members only" section, moving content to appropriate parts of the website, ensuring JLS website links are correct, and updating the website.

3	The JLS's law student representatives will use JLS resources to table at Seattle University to generate interest in the section. The law student representatives may use those resources to purchase items such as a banner, sweatshirts that advertise the section, and other promotional materials. The JLS will also hold events at the Washington State law schools to generate interest in jobs related to juvenile work and recruit members for the section.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	The JLS will increase scholarship opportunities to provide section members specific opportunities and funding to attend trainings and CLEs relevant to the JLS. The scholarship opportunities will be relevant, attractive to JLS members, and will provide JLS members the opportunity to expand their knowledge or experience concerning issues relevant to the JLS.
2	The JLS will work to actively collaborate with other WSBA sections in planning and producing mini-CLEs and CLEs, as well as other projects that are relevant to the JLS purpose. Those sections could include the Civil Rights Law section, the Criminal Law section, the Family Law section, the Indian Law section, the LGBTQ+ Law section, the Low Bono section, the Solo and Small Practice section, and other sections.
3	The JLS will deepen its understanding of, and focus on, inclusivity, equity, and anti-racist legal practice. This will include in its selection of scholarship topics and in the planning and production of mini-CLEs and CLEs that address the disproportionate treatment and outcomes for Black, brown, Native American, and other impacted populations in the juvenile legal system. The JLS will also actively recruit practitioners who are historically underrepresented in the legal profession.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
The section meetings include Diversity/Equity/Inclusion at the beginning of every agenda; in this way, we are working to ensure we are always keeping issues of disproportionality at the front and center of our practice. We held a CLE focused on equity in practice: "Building a More Equitable Profession – A Moral Imperative." We also offered two scholarships to conferences focused on disproportionately-represented populations in the system: a scholarship to attend the National Indian Child Welfare Act Protecting Our Children Conference virtually, and a scholarship to attend the National Association for Public Defense Racial Justice Conference in person.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	
Our BOG liaison (now president-elect of the BOG) attends almost every meeting and provides exceptional support. Our staff section liaison also regularly attends section meetings and has always	

been able to answer any question we have. We have greatly appreciated her dedication and support of our section.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
5 mini-CLEs produced	Mini-CLEs produced
2 New Lawyer Outreach events/benefits	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Reviewed, tracked, and made recommendations to the JLS on at least 30 bills	Legislative activity (Bills reviewed, tracked, proposed)
Amendment of JLS by-laws related to Executive Committee officer elections	Other (please describe): Organization/structure change
Scholarship to National Indian Child Welfare Annual Protecting Our Children Conference, $99 Award Pending	Other (please describe): Scholarship offer
Scholarship offered to National Association for Public Defense Racial Justice Conference (no scholarship applicants)	Other (please describe): Scholarship offer
Creation of Member Directory, pending publication to JLS website	Other (please describe): Publication created; publication pending

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	223	**Membership Size**:

		As of September 30, 2025.
	$14892.82	**FY25 Revenue ($):** *As of September 30, 2025.*
	1750.87	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	16 voting/2 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	3	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	10	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	LEGAL ASSISTANCE TO MILITARY PERSONNEL (LAMP)
Chair or Co-Chairs:	Chair: Stephen Carpenter, Past Chair: Paul Apple
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Christopher Bhang
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
LAMP addresses matters related to the rendition of appropriate and efficient legal service to members of the armed forces of the United States.	
Strategy to Fulfill Purpose:	
Promoting the objectives of the WSBA with respect to military affairs. Establishing liaison between the WSBA, the Armed Forces of the United States, and federal, state, and local government agencies involved in military and veteran affairs to better serve the legal needs of the servicemembers and their dependents. Providing information to licensed legal professionals, both active duty and reserve. Encouraging continuing legal education to foster the ability to provide legal representation to military personnel, veterans and their dependents within the state of Washington	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Washington State is home to a large military community that is continually seeking legal guidance on significant assortment of legal issues. This community is composed of Veterans, Active Duty and Reserve Servicemembers and their dependents.	
Top 2024-2025 Section Accomplishments:	
Published articles on military areas of interest termed, "Chair`s Corner"	
Held Mini-CLE on Haditha Investigation (1.0 approved credit)	
Paul Apple Attended Charity Event for Veterans in Eastern Washington	
Click or tap here to enter text.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Increase our membership and CLE participation
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Partner with the ATG Military Liaison office to connect other organizations to the community with Legal Help in the form of: Pro Bono Volunteers, Legal Aid Programs, Self-help Materials, Programs in Other States.
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
Click or tap here to enter text.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*	

Click or tap here to enter text.	
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	60	**Membership Size**: *As of September 30, 2025.*
	$2140.09	**FY25 Revenue ($):** *As of September 30, 2025.*
	$776.57	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*

Section Executive Committee Information:	6 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	3	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Cannabis, Liquor and Psychedelics
Chair or Co-Chairs:	Fabiola Jimenez
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section is to support legal professionals with a shared interest in cannabis, psychedelics, and liquor law by providing continuing legal and other education, fostering professional connections, and creating opportunities for collaboration. The Section also aims to serve as a resource for students exploring these rapidly evolving areas of law while also supporting attorneys practicing in these areas. Through educational programming, networking opportunities, and open forums for discussion, the Section encourages the exchange of ideas and engagement on issues of mutual interest. Additionally, the Section offers guidance to the Bar on proposed legislation, court rules, and other relevant matters, and provides educational resources to	

legislators and regulators. Ultimately, the Section is committed to delivering services that benefit both the public and the legal profession
Strategy to Fulfill Purpose:
To fulfill its purpose, the Section's will implement a comprehensive strategy should focused on education, engagement, advocacy, and service. This includes organizing CLEs and webinars tailored to developments in cannabis, psychedelics, and liquor law; fostering networking opportunities through conferences and networking events to connect legal professional; and collaborate with law schools to engage students and emerging practitioners. It will establish working groups or committees to monitor and respond to legislative and regulatory developments, providing timely input to the Bar and policymakers. By staying responsive to emerging trends and community needs, the Section will ensure its initiatives continue to benefit both the legal profession and the public.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section's purpose directly supports the WSBA's mission by equipping legal professionals with the education, resources, and community needed to uphold the integrity of the legal profession and champion justice in emerging and evolving areas of law.
Top 2024-2025 Section Accomplishments:
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Increase membership to a minimum of 75
2	Update Webpage Content: By the end of Q1 2026, update the Section's WSBA webpage to reflect current leadership, mission, resources and upcoming events.
3	Establish working groups/committee to actively engage Section members and streamline the sharing of information, resources and opportunities within the group.

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Launch Public Education Hub: Develop a public-facing legal education hub on the Section's website by Q4 2026, including quarterly webinars or publications.
2	Build Strategic Partnerships: Establish at least 3 formal partnerships with law schools, community organizations, or other WSBA sections by the end of 2026 to support interdisciplinary collaboration.
3	Track Emerging Trends: Implement an annual member survey starting in 2026 to identify emerging legal trends and use the data to guide programming and outreach.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Section is committed to diversity, equity, and inclusion by intentionally seeking input from members with diverse backgrounds, practice areas, and geographic locations. We foster an inclusive culture through open dialogue, shared leadership opportunities, and transparent decision-making.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

Support staff has been nothing but wonderful and helpful!

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.

Click or tap here to enter text.	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	67	**Membership Size**: *As of September 30, 2025.*
	$1696.51	**FY25 Revenue ($):** *As of September 30, 2025.*
	$0	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	10 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	3	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	0	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Labor and Employment Law
Chair or Co-Chairs:	Sarah Spierling Mack
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Christopher Bhang
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall be to seek the participation of all members of the Bar interested in labor and employment law, including plaintiff's and defense counsel from both the public and private sectors, to benefit such members, their clients, and the general public.	
Strategy to Fulfill Purpose:	
(A) By providing a forum for members to exchange ideas in all areas of labor and employment law. (B) By establishing an annual CLE conference and multiple smaller CLEs. (C) By providing grants to law students interested in labor and employment law. (D) By undertaking such other services as may be of benefit to the members, the legal profession, and the public.	

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
The Section coordinates events that keep practitioners informed on the latest developments in labor and employment law, which promotes competency and ethical practice in the Bar.	
Top 2024-2025 Section Accomplishments:	
We planned, executed and hosted our 24th Annual Labor and Employment CLE, a full day CLE event, in November of 2024.	
We hosted two mini CLEs. The first was about the gig economy and the second was a joint CLE with the Health Law Section, in which we contributed three topics involving employment issues in health-related settings.	
We provided a summer grant to a local law student from Gonzaga University, who spent their summer working in otherwise unpaid L&E positions.	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	Host 3-4 mini CLEs, and 1 full day CLE conference
2	Provide 2-3 summer grants to law students
3	Create new position, such as social media/communication coordinator, for New Member Liaison to increase involvement on Committee
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Increase activity on Section listserv, maybe seek dedicated social media volunteer.
2	Plan alternatives for Annual CLE conference to decrease costs and increase revenue
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*	
One of the Section's primary focuses in the 2024-2025 fiscal year was to increase diversity on the Executive Committee, particularly with respect to an increase in representation by attorneys outside of the Seattle metro area. We have been accomplishing that goal with members representing the east and southwest regions of the State. In addition, , in all of our activities, is to increase diversity of	

membership and CLE speakers. We strive to provide speaking and other leadership and development opportunities to those from historically underrepresented backgrounds. The Section also continues to strive to increase access to member benefits and programs for lawyers of moderate means and in the central and eastern parts of the State.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
Click or tap here to enter text.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

Sponsored mini CLE on gig economy	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Co-sponsored mini CLE with Health Law Section	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Produced and sponsored full-day annual CLE	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
$7500 granted to summer law school grantee	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA *To Be Completed by WSBA Sections Team*		
Section Membership Information:	978	**Membership Size**: *As of September 30, 2025.*
	$45550.52	**FY25 Revenue ($):** *As of September 30, 2025.*
	$16395.33	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	18 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE
BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

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Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	LGBTQ+ Section
Chair or Co-Chairs:	Adriena Clifton
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Alain Villeneuve
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The Lesbian, Gay, Bisexual, and Transgender Law Section strives to support understanding among WSBA members of the legal needs of lesbian, gay, bisexual, and transgender residents of Washington, assist LGBT residents and those who represent them, better understand how their legal needs can be met, support research, education and collaboration by section members on issues of sexual orientation and gender identification. Promote the study of LGBTQ+ law and report on changing law and regulations as they affect LGBT people and communities, assist in legislative work and act as a liaison between the WSBA its Board of Governors, LGBTQ+ Organizations, and the public.	
Strategy to Fulfill Purpose:	
The Section fulfills this purpose through direct community engagement opportunities,including social and networking opportunities for members. The Section also provides at least SectionsOctober 1, 2023 – September 30, 2024 (FY24)one CLE for WSBA members each year. The Section has also	

worked with other community focused organizations to promote collaboration on social and networking events.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section's involvement in research and presentation on changing areas of LGBTQ+-specific law promotes continuing knowledge development/sharing and community-specific competence within the legal community – thereby promoting ethical and professional practice, which has an immediate effect on justice for the community and community members as litigants, educators, counsel, judges, and members of the profession generally. The Section further promotes respect and civility within the legal community and between judges, lawyers, staff, and clients. The Section's educational programming includes discussions of best practices to ensure we are meeting the needs of all LGBTQ+ Washingtonians, including addressing implicit and explicit bias and homophobic and transphobic behavior and language in the courtroom. In addition, at our annual meeting each year we strive to discuss issues of professionalism that members may have come in contact with over the past year, ensuring that we are consistently serving our members' needs and addressing membership concerns. We also devote a significant portion of our educational programming to address respectful and inclusive language that further promotes the overall integrity and inclusivity of the profession
Top 2024-2025 Section Accomplishments:
Name Change and Estate Planning CLE
Mocktail Mixer
Digital Privacy CLE
LGBTQ+ Social
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Host more mini CLES**
2	**Host more socials**
3	**Host a drag show in partnership with UW or SU Law**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Boost membership**
2	**Forge connections with QLaw Association**
3	**Continue to establish relationships with law schools**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Section is focused on serving lawyers and legal professionals who serve the LGBTQ+ community, which in itself is a very diverse community comprising individuals and families from various racial, ethnic, religious, national origin, gender, and socioeconomic backgrounds. Our efforts over the past year continued to focus on better serving Section members outside the Seattle area, as well as those in Seattle. We continue to encourage members of the WSBA of all backgrounds to consider joining our section, as well as our section's Executive Committee!

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

5271.46 The monthly Section meetings have included informative updates on broader issues facing the WSBA, as well as the potential impact of these issues on the Section membership, as well as the legal profession within Washington and have helped to ensure that Section members are aware of opportunities to get involved. We look forward to further working with both of our BOG Liaisons and the WSBA staff and Staff Liaison over the coming year.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

$5271.46	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
$1497.24	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
2	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits

Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	125	**Membership Size**: *As of September 30, 2025.*
	Click or tap here to enter text.	**FY25 Revenue ($):** *As of September 30, 2025.*
	Click or tap here to enter text.	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	10 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	4	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Litigation Section
Chair or Co-Chairs:	Tiffany Wilke
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section shall be to seek the participation of all interested members of the Bar, and of state and local bar associations, in order to benefit such members, their clients and the general public: a. b. c. d. e. 1.3 Limitations By providing the opportunity and forum for the interchange of ideas in the areas at trial advocacy, practice and procedure; By initiating and implementing common projects within said areas; By review of pending legislation and development of proposed statutory enactments to improve and facilitate the administration of justice; By assisting the courts in establishing rules and methods for the more certain and expeditious administration of justice; and By undertaking such other services as may be of benefit to the members, the legal profession and the public.	
Strategy to Fulfill Purpose:	

By conducting CLEs, encouraging mentor/mentee relationships, and hosting "litigation events" to encourage member participation.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Litigation Section is focused on providing access to the justice system by way of education through CLEs, and access through mentor/mentee relationships.
Top 2024-2025 Section Accomplishments:
Scholarships to all three WA law schools
Yearly judicial dinner with the WA Supreme Court
Hosted CLEs
Hosted "fireside chat" with the Hon. Michelle Peterson
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	Resume mentor/mentee program with our mentors – goal is to encourage participation and place 1-3 mentees with mentors in our section. This is likely to be a goal that will last throughout all of 2025-2026.
2	Another CLE for members and non-members alike which will involve speakers from both our section and from other firms and groups – this will likely take place virtually by October 2026.
3	Plans for another 2026 judicial event with a judicial speaker for networking. Ideally, this will occur by summer 2026.
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	More engagement with our members and beyond by way of LinkedIn updates and social media.
2	A focus on generating revenue by way of CLEs.
3	Reviving the mentor/mentee programs.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*

Our section is comprised of a wide variety of demographics in the legal profession (gender, race, practice areas, ages) and we encourage active participation amongst all groups to host, engage, and otherwise lead section-related events.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
We really appreciate WSBA staff attending our meetings! You all are a great help when it comes to knowing specific bylaws and rules that we must abide by, which helps us plan our events and boost our engagement.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

Full-day CLE (September 2025)	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Judicial networking event with Hon. Michelle Peterson; Judicial Dinner with WA Supreme Court	Receptions/forums hosted or co-hosted
Law school scholarships totaling $6,000	$ amount given through donations/scholarships/grants.
WSBA Litigation Section Quarterly Newsletter	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA *To Be Completed by WSBA Sections Team*		
Section Membership Information:	982	**Membership Size**: *As of September 30, 2025.*
	$29070.64	**FY25 Revenue ($):** *As of September 30, 2025.*
	$6112.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	11 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	1	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Real Property, Probate & Trust
Chair or Co-Chairs:	Nathan Smith
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Matthew Dresden
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purpose of the Section is to: (a) Assist our members in achieving the highest standards of competence, professionalism, and ethics in their practices,(b) Assist the Legislature in the enactment and improvement of the laws affecting real property, probate, trusts, and estates and to assist the Judiciary in the just administration of those laws, (c) Support the WSBA with regard to those matters which concern the practice of law in the areas of real property, probate, trusts and estates, and (d) Otherwise serve our members by helping them realize their professional goals.	
Strategy to Fulfill Purpose:	
For FY 2024-2025, the RPPT Section will continue to work with the WSBA to engage and educate members and lawyers in general with high quality online CLEs and an in-person Mid-Year meeting, continue to prepare timely newsletters and provide a listserv and other opportunities for members and lawyers in the community to get involved with education and the general improvement of the	

practice of our areas of law. The Section will further engage with newer members of the Section to advance their practices and encourage their participation in Section activities. The Section will continue to work closely with legislative leaders, the Section's legislative subcommittee and executive committee to ensure that the laws affecting real property, probate, trusts and estate continue to evolve with the practice and provide a good framework for practitioners and meet the needs of the state's general population.
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?
The Section provides opportunities for member engagement, education, mentoring, and practical support for its members and Washington lawyers in general with an emphasis on providing timely resources for the ever-changing practice of law, responding to requests from legislators and otherwise reviewing pending legislation to address access to justice issues, and developing the next generation of practitioners.
Top 2024-2025 Section Accomplishments:
(1) The Section had a very successful and well-attended Midyear meeting at Semiahmoo in Blaine and continued to provide for hybrid learning through seasonal CLE offerings.
(2) Members of the Section worked together with WSBA leaders and legislators on multiple subcommittees to review and comment on bills for review by the legislature, and to communicate with members regarding pending bills.
(3) The Section engaged new and young lawyers through both its Fellow Program and its Young Lawyer Liaison to the Board of Governors.
(4) The Section continued the publication of its Newsletter by publishing 3 issues.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Publishing quarterly Newsletters to section members**
2	**Clarifying the purpose and content of both the RPPT website and the WSBA RPPT Section page, establishing a file storage and sharing system, and improving the functionality of the RPPT listservs through a new vendor**
3	**Continuing outreach to new lawyers through sponsoring events**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**The Section remains committed to growing its membership enrollment by providing for direct member benefits in continuing education and networking opportunities.**

2	**The Section is interested in developing leadership among new lawyers in its ranks through the use of its Fellows program as a way to increase engagement and participation.**
3	**Continue to work closely with the legislature and WSBA leaders and staff to ensure a robust partnership for the benefit of Washington lawyers and the public on matters of real property, probate and trust.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

The Section focuses on diversity, equity and inclusion by using multiple means of communicating with members (e.g., Listserv, member emails, newsletter). The Section provides scholarships to members to offset the costs of attending the midyear with a focus on enabling members to attend who otherwise would not be able to.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA staff provides outstanding support to the Section for its activities, initiatives and CLE planning. We appreciate our BOG liaison's involvement by attending meetings and sharing ways that we can provide feedback to the BOG.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Co-sponsored the RPPT Midyear Meeting at Semiahmoo in Blaine and 4 online full-day CLE seminars with WSBA.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1 reception at the Section Midyear meeting.	Receptions/forums hosted or co-hosted
$5,675	$ amount given through donations/scholarships/grants.
3 newsletters published (Summer 2024, Winter 2024, Spring 2025)	Newsletters/publications produced

Click or tap here to enter text.	Mini-CLEs produced
1 event at the Section Midyear meeting	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
The section continued support of the Legislative Tracker project in collaboration with law students, which has been a successful way to increase opportunities for engagement among members and students. The Real Property Council engaged with the following bills, among others: 1081, 1096, 1403, 5129, 5559, 5611 and 5686. The Probate and Trust Council engaged with the following bills, among others: SB 5037, HB 1215, ESSB 5813.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	2174	**Membership Size**: *As of September 30, 2025.*
	$87893.80	**FY25 Revenue ($):** *As of September 30, 2025.*
	$79800.39	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/7 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	5	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for*

		vacant positions and terms beginning October 1, 2025 (FY26)

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Senior Lawyers
Chair or Co-Chairs:	David Sprinkle (Chair)
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Lester Parvin Price Jr.
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To provide experienced lawyers a chance to reconnect and provide the larger legal community with news of legal developments of interest to older lawyers and others	
Strategy to Fulfill Purpose:	
Sponsoring and presenting continuing legal education courses	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Dissemination of information of special interest to seniors and others	
Top 2024-2025 Section Accomplishments:	

Newsletter publication
CLEs
Click or tap here to enter text.
Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*	
1	**Recruit a newsletter editor to replace the editor who retired**
2	**Explore rebranding by changing the name of the Section**
3	**Continuing to provide legal education along the lines outlined above**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**To recruit a larger number of older lawyers and others to the Section and to the Executive Committee**
2	**To honor Brian Comstock's vision for the future of the Section. RIP.**
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

Trying our best to recruit new members from all backgrounds.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA personnel have been very helpful in our efforts to produce quality and interesting CLEs, and in keeping us informed about Bar initiatives of interest. Carolyn MacGregor and Rachel Matz have been outstanding.

Please quantify your section's 2024-2025 member benefits:

For example:

- *$3000 Scholarships, donations, grants awarded;*

• *4 mini-CLEs produced*	
1 CLE seminar with reduced fees for Section members	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Publication of our "Life Begins" newsletter – 3 issues	Newsletters/publications produced
Click or tap here to enter text.	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	231	**Membership Size**: *As of September 30, 2025.*
	$9952.49	**FY25 Revenue ($):** *As of September 30, 2025.*
	$850.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	13 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*

	5	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	8	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Solo and Small Practice Section
Chair or Co-Chairs:	Darcel Lobo
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kari Petrasek
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
To help solo and small practice attorneys ethically conduct a profitable, satisfying business by acting as a clearing house for qualified law practice management and technology information.	
Strategy to Fulfill Purpose:	
Through online resources, educational materials, networking events and mentoring opportunities	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Our CLEs help lawyers run the business end of their practices ethically and efficiently which in turn fosters better relations with other counsel and the courts. In particular, effective use of	

technology helps lawyers meet their obligations, manage trust accounts and manage communications with clients and opposing counsel. On our list-serve, members frequently solicit advice and share experiences regarding legal issues and how to deal with opposing counsel, courts and staff.
Top 2024-2025 Section Accomplishments:
Hosted 8 mini-CLEs
In Person multi-day conference
Exceeded budget projections for our section
Continued to develop section member resources in members-only website
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Increase membership to 1,000 by 12/31/26**
2	**9 free mini CLEs per year**
3	**Increase in person attendance at annual conference to at least 100 by FY 2024-2025 conference**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	Click or tap here to enter text.
2	Click or tap here to enter text.
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
Our membership is as diverse as WSBA membership. We invite minority bar associations to provide liaisons to our EC. We have intentionally reached out across the State to recruit applicants for our EC. Note: At least three of our existing EC members are also members of minority bar associations. Diversity is always one of our goals when selecting speakers for our CLE and webinars.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions*

• *Involvement with Board of Governors, including assigned BOG liaison* • *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
WSBA Liaison has been very helpful. Communication with our section members regarding technology changes/updates could be improved.
Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*

1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1	Receptions/forums hosted or co-hosted
$4000	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
8	Mini-CLEs produced
2	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Numerous resources provided to members via our members-only website	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	929	**Membership Size**: *As of September 30, 2025.*
	$41812.30	**FY25 Revenue ($):** *As of September 30, 2025.*

	$13530.82	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	12 voting/4 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	1	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	6	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

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It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	WSBA Tax Section
Chair or Co-Chairs:	Cat Connell
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Nam Nguyen (District 10)
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The purposes of the Section are to further the knowledge of the members of the Section and the Bar in areas of the law involving federal, state, and local taxation, and to assist in the activities of WSBA and otherwise to further the interest of the WSBA and of the legal profession as a whole.	
Strategy to Fulfill Purpose:	
The Section strives to foster visibility of, and conversation concerning, the practice of tax law. The Section is organized with multiple subcommittees which include various areas of tax law practice. Through those subcommittees, the Section is able to provide more specific, substantive service to members while also providing broad benefit through the Section as a whole. Through Section hosted events, which typically are little to no cost to members, members are provided opportunities involving networking, continuing legal education, and access to notable speakers from across the	

country (including in recent years multiple US Tax Court judges, the IRS Commissioner, and IRS Chief Counsel).

How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?

Over the years, the Section has made donations to and worked closely with both the UW Law and Gonzaga Law Low-Income Taxpayer Clinics, whose purposes are to provide free representation to low-income taxpayers with federal tax issues. Additionally, the Section has had discussions with both the Washington Department of Revenue and the LITCs about the possibility of developing low-income taxpayer clinics that would provide free representation concerning Washington state tax issues. The Section also sponsors an annual scholarship to a law student who has a demonstrable economic need and interest in practicing tax law in Washington. Further, through the Section's co-chair model, the Section encourages collaboration and conversation by partnering government practitioners with private practice practitioners on both the state and federal side.

Top 2024-2025 Section Accomplishments:

The Taxation Section has continued to build out the Diversity, Equity, and Inclusion subcommittee, which we understand was the first DEI committee among the WSBA sections. This increased investment in DEI led to the development of the PATH mentorship program, which launched in FY24 and continued to grow throughout FY25.

The Section continued its renovation of the website, efforts of which are currently focused on making more educational materials available for members' access, which includes (to the extent possible) archiving past CLE presentations and materials.

The Section was effective in providing timely CLE updates on significant changes in tax law during FY25, which included a significant Washington Supreme Court decision, Washington's May budget bill, OBBBA, and the significant changes to federal taxing authority workforces and structural organizations.

Click or tap here to enter text.

Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities:
Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound
Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.

1	**The Section will work towards expanding its member events beyond the greater Seattle area, with a particular focus on Spokane. This was an emphasis identified during FY25, which included plans for a US Tax Court meet-and-greet (which unfortunately had to be cancelled due to the Judge's availability). This expanded outreach will include both opportunities for Section members as well as Gonzaga Law students.**
2	**The Section intends to reinstitute an annual law student event. Prior to the COVID-19 Pandemic, the Section had a long history of hosting an annual breakfast with law students. This gave students the opportunity to meet practitioners from across tax practice and gain exposure and insight into the**

	various types of work and opportunities available across tax law, while also giving practitioners the opportunity to meet the next generation of attorneys.
3	**The Section intends to sponsor DEI-focused events and CLEs, ideally in collaboration with other sections.**
Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Expansion of the PATH Mentorship Program for young tax professionals and law students.**
2	**Establish an annual half-day CLE.**
3	**Establish regular, direct connection and outreach with members beyond western Washington.**

Please describe how this entity is addressing diversity, equity, and inclusion:
How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?

In recent years, the Section created its DEI Committee which developed and launched the PATH Mentorship Program for young tax professionals and law students. Having identified exposure and visibility of tax law as a potential barrier to entry into the practice, the Section intends to explore potential outreach opportunities with universities and high schools, with a focus on underserved and marginalized communities.

Please share feedback regarding the support and engagement provided by WSBA staff and leadership
For example:
- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

The Section's appreciation and gratitude for Carolyn MacGregor and Noah Baetge's efforts in supporting our operations cannot be overstated.

Please quantify your section's 2024-2025 member benefits:

For example:
- *$3000 Scholarships, donations, grants awarded;*
- *4 mini-CLEs produced*

Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA

2	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
1 (included WA State tax law update)	Receptions/forums hosted or co-hosted
$5,000 scholarship	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
1	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Sponsor NASBTS membership	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA
To Be Completed by WSBA Sections Team

Section Membership Information:	603	**Membership Size**: *As of September 30, 2025.*
	$20086.25	**FY25 Revenue ($):** *As of September 30, 2025.*
	$13963.38	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	27 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*

	24	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards[i]), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	World Peace Through Law
Chair or Co-Chairs:	Bridgett Fisher
Staff Liaison: *(include name, job title, and department if known)*	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Allison Widney
Purpose: *May be stated in Bylaws, Charter, Court Rule, etc.*	
The World Peace Through Law section promotes education on and discussion of law, peace, and human rights. The Section seeks to promote the rule of law and peaceful dispute resolution among states. The section promotes fostering education on public international law and human rights.	
Strategy to Fulfill Purpose:	
The Section provides a forum for ideas and collaboration about law, peace, and human rights. The Section offers educational opportunities, such as Continuing Legal Education (CLE) as well as non-CLE programs and supports other efforts to study and promote law, peace, and human rights.	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	

The WPTL Section's purpose is to serve the public and members of the Washington State Bar Association by advocating the need to protect worldwide human rights through the law.
Top 2024-2025 Section Accomplishments:
The Section produced CLEs free of charge for members.
The Section built connections with possible speakers and other sections for future collaboration and content.
The Section collaborated with other sections to produce and co-sponsor CLE content with broader appeal across sections.
Click or tap here to enter text.
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: *Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound* *Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.*

1	**Sponsor and promote CLEs with WSBA's MCLE Department and collaborate with other sections of the WSBA.**
2	**Actively recruit more members to participate in the Section.**
3	**Continue to improve upon the number of programming initiatives from past years.**

Looking Ahead: *Please share any long-term goals and/or priorities that your entity aims to address.*	
1	**Increase engagement with Section members by holding networking events.**
2	
3	Click or tap here to enter text.

Please describe how this entity is addressing diversity, equity, and inclusion: *How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?*
The Section has an active Listserv where we continuously seek input from our members. Our Executive Committee made an active effort to include CLEs and other programs which highlighted diverse populations.
Please share feedback regarding the support and engagement provided by WSBA staff and leadership *For example:* • *Quality of WSBA staff support/services, including technology solutions* • *Involvement with Board of Governors, including assigned BOG liaison*

• *Ideas you have on ways WSBA can continue to strengthen/support your entity.*
The Section collaborates well with the WSBA staff. The WSBA staff members are responsive and are always available to assist the Section. We wouldn't be able to achieve our goals without the help and support of the WSBA staff. We're looking forward to another year of strong partnership and collaboration.

Please quantify your section's 2024-2025 member benefits: *For example:* • *$3000 Scholarships, donations, grants awarded;* • *4 mini-CLEs produced*	
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with *non*-WSBA entity.
Click or tap here to enter text.	Receptions/forums hosted or co-hosted
Click or tap here to enter text.	$ amount given through donations/scholarships/grants.
Click or tap here to enter text.	Newsletters/publications produced
2	Mini-CLEs produced
Click or tap here to enter text.	New Lawyer Outreach events/benefits
Click or tap here to enter text.	Recognitions/Awards given
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)
Click or tap here to enter text.	Other (please describe):
Click or tap here to enter text.	Other (please describe):

SECTION DATA ***To Be Completed by WSBA Sections Team***		
Section Membership Information:	104	**Membership Size**: *As of September 30, 2025.*
	$3595.22	**FY25 Revenue ($):** *As of September 30, 2025.*

	$224.00	**FY25 Direct Expenses ($)** *As of September 30, 2025. This does not include the Per-Member-Charge.*
Section Executive Committee Information:	9 voting/0 non-voting	**Full Size of Executive Committee (per Section bylaws)**: *Include and specify voting and non-voting positions.*
	0	**Number of Vacancies for FY26:** *The number of vacant positions as of October 1, 2025 (FY26).*
	4	**Number of Applicants for FY26 open positions**: *Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)*

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

FROM: Francis Adewale, President

Terra Nevitt, Executive Director

DATE: December 8, 2025

RE: Justice Gap Scoping Work Group Charter

ACTION: Approve the attached Justice Gap Scoping Work Group Charter to form a joint work group with the Access to Justice Board.

The attached proposed Justice Gap Scoping Work Group Charter is intended to launch a joint work group of the WSBA Board of Governors and the Access to Justice Board. The purpose of forming this work group is to delve deeply into identifying the needs related to the justice gap and exploring potential solutions that both the Board of Governors and the Access to Justice Board could pursue. The justice gap refers to the disparity between the need for legal assistance and the availability or accessibility of that assistance, particularly for low-income and marginalized communities. This scoping work group is intended to conduct a literature review, examine roles and responsibilities, identify stakeholders, and establish initial steps towards addressing the justice gap in Washington.

BACKGROUND

Conversations about the justice gap have been crucial in our ongoing efforts to improve access to justice. The Access to Justice Board has been systematically addressing this issue under their strategic plan, and the WSBA Board of Governors has included access to justice as part of its strategic plan. Additionally, WSBA's Equity and Justice Plan aligns with the goal of enhancing access to justice and removing barriers in the legal system. The current convergence of these strategic priorities presents a unique opportunity to bring together these groups to comprehensively understand and address the justice gap in Washington.

The proposed work group aims to create a fast-paced, time-limited opportunity for thorough exploration of the justice gap in Washington. It will focus on understanding the key issues and identifying innovative solutions, including assessing current efforts and making recommendations to the WSBA and ATJ Board on what scope of solutions to prioritize and what roles each entity may play. By consolidating the expertise and strategic interests of both the WSBA and the Access to Justice Board, we can generate significant momentum in addressing these critical issues.

Immediate-past president Sunitha Anjilvel proposed the idea of organizing a work group to focus on access to justice solutions at the Board of Governors September 2025 meeting. During that meeting, the Board of Governors took a straw poll, which indicated strong support to organize a work group in collaboration with the Access to Justice Board.

The Access to Justice Board just reviewed the Justice Gap Scoping Work Group Charter at their December 5, 2025, meeting. They voted in favor of approving the charter with an amendment to add a representative from the

Washington State Office of Civil Legal Aid, shown in track changes. The ATJ Board hopes that the Board of Governors will approve the charter and is excited to work in partnership with WSBA.

COMMUNITY INPUT

Over the past one to two years, the extensive work undertaken to develop the ATJ Board strategic plan, the Board of Governors strategic plan, and the Equity and Justice Plan has provided deeper understandings of the needs leading to this initiative. These plans are being used as the cornerstones for this effort. The ATJ Board and the WSBA have taken considerable care to seek community input on their respective strategic plans. The community-informed plans will enable the work group to meticulously identify and address the key challenges within the justice gap, ensuring that the solutions proposed are well-informed and grounded in the perspectives and experiences of people who are most impacted by the legal system.

INFORMATION FOR FISCAL ANALYSIS

The work group does anticipate having a financial need. The draft project plan envisions three to four retreats that would be in-person, with hybrid options. The initial budget that we have started with is $5,000, and we have already identified potential ways that those funds could be reallocated both within the ATJ Board budget and the Board of Governors budget.

INFORMATION FOR EQUITY ANALYSIS

The work group will prioritize equity and the needs of communities most impacted by the justice gap, with a particular focus on low-income and marginalized communities.

The makeup of the proposed membership of the work group was intentionally designed to include people closest to the problems and who would be instrumental in understanding the issues and implementing solutions. The work group aims to prioritize people with lived experience expertise, as well as groups working closely with the public who are most impacted by injustices in the legal system. Additionally, key court and legal system partners have been identified to ensure the perspective of systems players are incorporated. Even though the work group is limited in membership, the charter envisions broad outreach to other legal community members that could be impacted in various capacities or who hold unique knowledge of the legal environment.

Since this is a scoping group, it is one step in what will likely be a longer series of steps to actually close the justice gap. We anticipate growing and developing our outreach to impacted groups continually through the process to ensure their voices are heard. We will measure the impact of the work group based on those relationships and by continuing to develop our efforts. Success will be gauged against our existing strategic plans and goals, particularly those outlined in the WSBA Equity and Justice Plan, ATJ Board's strategic plan, and the WSBA Board of Governor's strategic plan.

Attachments

Justice Gap Scoping Work Group Charter

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in the confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The fiscal impact of the proposal to establish a joint workgroup includes both direct and indirect costs. Direct costs include travel-related expenses to attend three to four in-person retreats for up to sixteen members and one staff liaison. Travel-related expenses will be reimbursed at rates set within WSBA Fiscal Policies and are estimated at $5,000 for the year. As noted under "Information for Fiscal Analysis" above, there are no funds currently budgeted for this workgroup, however if approved, a budget reallocation from other existing expense line items within WSBA's approved budget will be made available for this workgroup. Indirect expenses related to the proposal are generally limited to the amount of staff time used to draft the proposed charter, incorporate the approved charter into relevant records, and communication of establishment and purpose of the workgroup to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The purpose of the equity analysis is to understand how entities incorporated an equity lens into proposed action items. Applying an equity lens can include identifying and centering those most impacted by the proposed actions and a demonstration of due diligence to mitigate unintended consequences. The purpose of this action is to advance equity and justice in our legal system. While broad community input of the charter by those most impacted by the action was not gathered, there was significant community input into the strategic plans that informed the creation of the charter. Further, the charter outlines the work group's membership and includes two community members with lived experience expertise in the legal needs of underserved communities.

AI Disclaimer: This memo was drafted with the assistance of an AI Copilot to enhance clarity and readability, while the content was provided and reviewed by staff for accuracy and tone.

WASHINGTON STATE
BAR ASSOCIATION

CHARTER

Justice Gap Solutions Scoping Work Group

Adopted: Month D, YYYY.

I. Authority

This Work Group is established under the authority of the WSBA Board of Governors (BOG) and the Washington State Access to Justice Board, pursuant to WSBA Bylaws Section IX(B)(2), which authorizes the creation of work groups to address specific issues of importance to the legal community and the public and the ATJ Board Operational Rules Section IV(B) Special Initiatives and Task Forces which establishes task forces with limited life spans to work on specific initiatives.

II. Purpose

The Justice Gap Solutions Scoping Work Group is a joint initiative of the WSBA and the Access to Justice Board. Its purpose is to review existing data, research, and feedback gathered about communities in Washington that have historically been underserved and marginalized with respect to their legal needs and to use an equity lens to evaluate innovative solutions including those that have been implemented elsewhere. Based on this review, the group will recommend to the WSBA and to the Access to Justice Board which solutions should be pursued in Washington, how they should be prioritized, and what roles the WSBA and ATJ Board should play in implementation. The Work Group is not charged with designing or implementing solutions but rather helping the WSBA and the ATJ Board identify how to prioritize its resources and its role in advancing solutions.

III. Activities

The Justice Gap Solutions Scoping Work Group is charged with the following activities, which do not necessarily need to be taken up in the order listed.

1. Conducting a comprehensive review of existing data, reports, and research on communities in Washington whose legal needs are going unmet. This includes, but is not limited to:
    - moderate- and low-income individuals,
    - people in rural communities,
    - people without lawful immigration status,
    - people with disabilities,
    - members of the LGBTQIA+ community, and
    - Black, Indigenous, and additional People of Color

DRAFT

To the greatest extent possible, the work group should consult with individuals or groups with lived experience of the challenges faced by the groups identified and/or review data and information that is based on the lived experience of people in these communities.

2. Conducting a comprehensive review of current efforts to consider solutions that align with or leverage existing licenses, regulatory frameworks, programs and entities in Washington including:
    - alternative pathways to licensure,
    - the Entity Regulation Pilot Project,
    - the APR 6 Law Clerk Program, and
    - limited licenses to practice law including the APR 8(c) indigent representation exception, the APR 9 limited license intern, the APR 12 limited practice officer license, and the APR 28 limited license legal (LLLT) technician license.

3. Conducting a comprehensive review of existing strategic guidance adopted by the ATJ Board, the WSBA and other partners to consider solutions that align with these roadmaps including:
    - The Access to Justice Board Strategic Plan,
    - The WSBA FY26-29 Strategic Plan,
    - The WSBA Equity & Justice Plan,
    - The WSBA Tech Task Force Final Report,
    - The Access to Justice Technology Principles, and
    - The WSBA Indigent Defense Standards.

4. Consulting with entities and individuals that have knowledge and experience relevant to the task of the work group including:
    - the Practice of Law Board,
    - the LLLT Board,
    - the STAR Council,
    - the Low Bono Section,
    - legal Educators, including representatives from Washington's three Law Schools and the APR 6 Law Clerk Board,
    - representatives of the CLEAR Hotline at the Northwest Justice Project,
    - the Office of Public Defense, and
    - other jurisdictions that have implemented innovative solutions.

5. Examining innovative solutions implemented in other jurisdictions, such as:
    - Community Justice Workers,
    - licensed paraprofessionals, and
    - Other non-traditional legal service delivery models
6. Recommending to the ATJ Board and the WSBA Board of Governors:
    - to what extent existing solutions should be utilized or enhanced,
    - whether new solutions should be pursued in Washington and why,
    - how these solutions should be prioritized,

- the appropriate mechanisms for implementation, including the roles of WSBA and the ATJ Board, and
- potential roles and partnerships with other system partners, including, but not limited to, the Administrative Office of the Court, the Washington Supreme Court, the Washington State Superior Court Judges Association and the District and Municipal Court Judges Association, court management associations, public defense and civil legal aid providers, law schools, the APR 6 Law Clerk Board, the LLLT Board, the Practice of Law Board, the Small Town and Rural Practice Council, and other nonprofit and community-based institutions that intersect with the delivery of legal services.

IV. Timeline & Deliverables

The Work Group will complete its work within four (4) months from its first meeting. This includes:

1. A written report summarizing findings from the literature review
2. A prioritized list of recommended solutions
3. A proposed implementation framework, including:
    a. suggested roles for WSBA and the ATJ Board,
    b. considerations for regulatory, operational, and equity impacts, and
    c. identification of stakeholders.

The work group will report jointly to the WSBA Board of Governors and the Access to Justice Board. Interim updates may be provided upon request.

This work group is being convened to operate with focus, urgency, and a clearly defined objective. It is designed as a time-bound, high-impact initiative, requiring a concentrated effort over a four-month period. Members will be asked to prioritize this work during that time, which may include frequent meetings and/or longer retreat-style sessions, and a strong commitment to achieving the group's goals within the designated timeline.

V. Decision-Making

The group will make decisions by consensus wherever possible. The group will reach consensus on an issue when it agrees on a proposal and each member can honestly say:

- I believe that other participants understand my point of view.
- I believe I understand other participants' points of view.
- Whether or not I prefer this agreement, I support it because it was arrived at openly and fairly and it is the best solution for us at this time.

For areas in which no consensus is achieved, the Co-Chairs will summarize the perspectives underlying the various options for consideration by the Board of Governors and the Access to Justice Board.

VI. Membership

The Work Group shall be co-chaired by:

- One member of the Access to Justice Board, appointed by the Access to Justice Board
- One member of the WSBA Board of Governors, appointed by the WSBA President

Additional voting members include:

- One additional member of the WSBA Board of Governors, appointed by the WSBA President
- One additional member of the ATJ Board, appointed by the ATJ Board
- One member of the Pro Bono Council, appointed by the Pro Bono Council
- One representative from the civil legal aid community, appointed by the ATJ Board
- One representative from the criminal legal aid community, appointed by the Council on Public Defense
- One representative from the Office of Civil Legal Aid, appointed by the Office of Civil Legal Aid
- Two community members with expertise in the legal needs of underserved communities, appointed by the ATJ Board
- Three representatives of the judiciary (including court staff), appointed by the Board for Judicial Administration
- Terra Nevitt, WSBA Executive Director
- Renata Garcia, WSBA Chief Regulatory Counsel
- Diana Singleton, WSBA Chief Equity & Justice Officer

In making these appointments, entities are strongly encouraged to identify representatives with lived experience of the communities in Washington whose legal needs are going unmet.

The WSBA Executive Director will assign a staff liaison to support the Work Group with sufficient knowledge, skill and expertise to support co-chairs with developing a work plan and facilitating the Work Group's process and discussions.

WASHINGTON STATE
BAR ASSOCIATION

CHARTER

Justice Gap Solutions Scoping Work Group

Adopted: Month D, YYYY.

I. Authority

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1. Conducting a comprehensive review of existing data, reports, and research on communities in Washington whose legal needs are going unmet. This includes, but is not limited to:
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    - members of the LGBTQIA+ community, and
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DRAFT

To the greatest extent possible, the work group should consult with individuals or groups with lived experience of the challenges faced by the groups identified and/or review data and information that is based on the lived experience of people in these communities.

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- One member of the Pro Bono Council, appointed by the Pro Bono Council
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In making these appointments, entities are strongly encouraged to identify representatives with lived experience of the communities in Washington whose legal needs are going unmet.

The WSBA Executive Director will assign a staff liaison to support the Work Group with sufficient knowledge, skill and expertise to support co-chairs with developing a work plan and facilitating the Work Group's process and discussions.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors
CC: Terra Nevitt, Executive Director
FROM: Matthew Dresden, Member Engagement Council Co-Chair
Mary Rathbone, Member Engagement Council Co-Chair
DATE: November 24, 2025
RE: Request for Approval of Section Viability Review Criteria and Process

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ACTION: Approve the Sections Viability Review criteria and process proposed by the Member Engagement Council.

In accordance with Article XI.L.2 of the WSBA Bylaws, any section with fewer than 75 voting members for two consecutive years must undergo a viability review by the Board of Governors. This review is intended to assess whether such section continues to carry out the work of the Bar and provide value to the legal profession.

Two sections – (1) Liquor, Cannabis, and Psychedelics Law and (2) Legal Assistance to Military Personnel – are expected to trigger the viability review process on January 1, 2026. WSBA staff has been in regular contact with the leadership of both sections regarding the likelihood of such a review.

As the BOG has never conducted a sections viability review before, the Executive Committee delegated to the Member Engagement Council (MEC) the task of developing criteria and a process by which the MEC would conduct the reviews relevant to current and future sections and then make recommendations to the BOG.

The attached document sets forth the proposed Sections Viability Review criteria and process, as developed by the MEC. We request that the Board of Governors approve the criteria and process, so that the MEC may engage with WSBA staff and relevant section leaders in a timely and transparent manner. We appreciate your consideration and look forward to your support in advancing this important initiative.

Sincerely,

Matthew Dresden, Co-Chair of the Member Engagement Council
Mary Rathbone, Co-Chair of the Member Engagement Council

Attachment: WSBA Sections Viability Review: Criteria and Process

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in the confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The fiscal impact to WSBA resulting from the proposed criteria are generally limited to the amount of staff time used to draft criteria language, incorporate the criteria into relevant records, and communication of criteria to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The purpose of the equity analyses is to understand how entities incorporated an equity lens into proposed action items. Applying an equity lens can include identifying and centering those most impacted by the proposed actions and a demonstration of due diligence to mitigate unintended consequences, particularly for members from communities that are marginalized and underrepresented in the profession, as well as for the members of the public that are underserved by the legal system.

The work to develop a clear process and criteria used to assess sections viability can help to ensure fairness and consistency in these reviews. The overall approach the MEC outlines, which includes collaborating with sections and working to develop a holistic recommendation balances the overarching goals of fairness and consistency outlined in the bylaws.

One potential area for unintended consequences is in the ambiguous and subjective nature of some of the criteria. The criteria in 1, 2, 4, and 6 are objective and specific, and are related to compliance with bylaws and ensuring the efficient use of organization time and resources. By contrast, the criteria in 3 and 5 are more ambiguous and subjective, which can create an opportunity for bias in the review and in the recommendations provided to the Board of Governors.

Another area that the current process and criteria do not assess is the outcomes, positive or negative, that may occur following the sections viability review. The inclusion of criteria and questions related to this could strengthen the recommendation developed and the overall decision made about a section's viability.

WASHINGTON STATE BAR ASSOCIATION

WSBA Sections Viability Review: Criteria and Process

Authority

The WSBA Board of Governors (BOG) oversees all WSBA Sections. Per Article XI.L.2 of the Bylaws, any section with fewer than 75 voting members for two consecutive years must undergo a viability review. The purpose is to determine if the section continues to fulfill the Bar's mission and provide value to the legal profession.

Sections Potentially Under Review Effective January 1, 2026

- Liquor, Cannabis and Psychedelics Law
- Legal Assistance to Military Personnel

Evaluation Criteria

The Member Engagement Council (MEC) will assess sections using criteria from the WSBA Bylaws, Fiscal Policy, and other relevant policies to ensure a fair and consistent process.

1. Section Leadership Input

- Has leadership received notice and an opportunity to provide input?
- Does leadership wish to maintain the section? If so, what support is needed for fiscal viability and member value?
- If not, what support is needed to wind down or convert the section (e.g., to a council or task force)?

2. Membership Threshold

- Has the section had fewer than 75 voting members for two consecutive years?

3. Section Activities

- Is the section actively fulfilling the Bar's mission?
- Are members engaged in planning, participating in, and attending activities?

4. Executive Committee Functionality

- Does the section have a compliant, functioning executive committee (do they meet minimum Bylaw requirements)?
- Are committee positions regularly vacant?
- Is it difficult to attract members to serve?

5. Overlap with Other Sections

- Is there significant overlap in mission or membership with other sections that may justify consolidation?

6. Fiscal Viability

- Do annual revenues cover expenses without depleting the required fund balance?

- Is the fund balance appropriate for programming needs and fiscal policy?
    - Is it sufficient for six months of programming in case of membership changes?
    - Is the section avoiding excessive accumulation (more than two years of expenses)?
    - Is there a plan to spend down excess reserves responsibly?

No single criterion determines viability. The MEC will consider all criteria collectively and collaborate with section leadership to develop a holistic recommendation.

Criteria Approval by Board of Governors

The Executive Committee requests that the MEC submit its section viability criteria for BOG approval before proceeding with the review process. Please submit recommendations by February 10 for inclusion in the March BOG meeting materials.

Evaluation Process & Timeline

- **Start:** February 2026 – MEC will engage with WSBA staff and section leaders to gather feedback and documentation.
- **Recommendation:** By July 2026 – MEC will submit recommendations to the BOG regarding each section's future.

WASHINGTON STATE
BAR ASSOCIATION

To: Board of Governors

From: Budget and Audit Committee

Re: Proposed Changes to Volunteer Payments for the Limited Practice Board

Date: December 8, 2025

ACTION: Approve proposals to provide payment to volunteers of the Limited Practice Board and suggested amendments to APR 12(b)(3).

Background

As part of a broader operational initiative launched in FY 2025 and continuing into FY 2026, the WSBA has prioritized a comprehensive review of volunteer stipends and related policies. This effort is aimed at aligning compensation practices across all WSBA entities and ensuring consistency, transparency, and equity in how we support our volunteers.

Project Overview

The current project involves a detailed review of existing stipend practices, governing rules, and bylaws, including those that prohibit compensation. Our goal is to establish a unified policy that clearly outlines the types of payments allowed, the rationale for those payments, and the process for routine review to ensure appropriateness. In FY 2025, we gathered data on WSBA volunteers and created a unified policy (*Chapter 6, section VIII, page 57*) for stipends and payments based on current policies and practices. We then looked at the work performed by volunteers to identify inconsistencies in stipends and payments for similar duties. In FY 2026, we have begun drafting recommendations to address these inconsistencies and will be exploring additional stipend and payment options beyond current allowances.

Identifying Inconsistencies in Exam-Related Compensation

During the course of this review, the Limited Practice Board's (LPB) responsibilities related to exam grading, question drafting and review were identified as areas of inconsistency with existing stipend policy. Specifically, while the Board of Bar Examiners (BOBE) receives stipends for similar work, including grading the written portion of the Uniform Bar Exam and reviewing and updating the Washington Law Component Test, the LPB currently performs similar duties without compensation, due to the restrictions outlined in APR 12(b)(3).

Both boards grade exams twice per year which requires training, time commitment, and professional judgment to ensure exam integrity. The LPB's grading and drafting activities are comparable in scope and complexity to those of the BOBE, yet only the latter is currently compensated. This discrepancy highlights the need for a more equitable and consistent approach to volunteer compensation across WSBA entities.

Current Limitation: APR 12(b)(3)

Under APR 12(b)(3), members of the Limited Practice Board "shall not be compensated for their services." They may only be reimbursed for "actual reasonable and necessary expenses incurred in the performance of their duties." Our internal review did not identify a specific rationale for this prohibition, and we believe it may be appropriate to revisit this restriction in light of the broader policy goals outlined above.

Proposals

To resolve the discrepancies identified, we propose the two payment structures below for the Limited Practice Board.

Exam Grading

The LPB administers two exams annually, with grading responsibilities divided between essay and performance problem components. Based on the existing structure used by the BOBE, we propose the following payment structure:

Role	Estimated Hours	Proposed Stipend	# of Graders Per Exam	Annual Cost
Essay Grader	2 hrs/exam	$110 exam/grader	3	$660
Performance Problem Grader	2 hrs/exam	$110 exam/grader	9	$1,980
Total			**12**	**$2,640**

Exam Writing and Review

The LPB Exam Committee meets multiple times per exam cycle to review and revise questions, with additional independent time spent drafting new content. Based on the existing structure used by the BOBE, we propose the following payment structure:

Activity	Estimated Hours	Proposed Stipend	Annual Cost Range
Review Meetings (3–5 members)	8 hrs/year	$440 per year/member	$1,320–$2,200
Question Drafting (1–5 questions)	2 hrs/question	$110/question	$110–$550
Total			**$1,430–$2,750**

The **maximum total cost for the proposals is $5,390**, which would be included as an expense in the Limited Practice Officers cost center. This cost center is supported primarily through licensing fees and exam application fees and currently is budgeted to incur a net income of $45,979 for FY 2026.

LPB Feedback

We submitted the proposals to the LPB, which reviewed them during their meeting on October 14, 2025. The LPB generally supported the proposals and agreed that providing payment for exam preparation and grading is appropriate. They did not offer any other feedback or suggested changes. When asked about the reason for the restriction on compensation under APR 12(b)(3), the LPB members were unsure. One Board member speculated that the restriction might exist because volunteer work is usually not compensated.

Recommendations

At their December 8, 2025 meeting, the Budget and Audit Committee unanimously approved recommendation of the proposed payment structures for the Limited Practice Board, to become effective starting in FY 2027. Included with the recommendation is the attached ***Suggested Amendments to APR 12(b)(3)*** which removes the current prohibition on compensation for the LPB.

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in the confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The majority of the fiscal analysis has been provided in the memo in terms of direct cost and impact on budget. Indirect costs consist of minimal staff time spent drafting the proposals, updating relevant records, and communicating changes to stakeholders. This staff work is included in the current duties of existing WSBA staff and will not require additional personnel or resources from other internal sources.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The purpose of the equity analyses is to understand how entities incorporated an equity lens into proposed action items presented to the Board of Governors. Applying an equity lens includes 1) identifying and centering people and communities most impacted decisions and/or 2) meeting people and communities according to their specific needs to produce fair and equal outcomes for all. The proposed action would advance equity by facilitating fair payments for all volunteers engaged in similar levels and type of work – specifically the LPB volunteers.

Attachments:

Suggested Amendments to APR 12(b)(3)

SUGGESTED AMENDMENT(S) TO APR 12(b)(3)
LIMITED PRACTICE RULE FOR LIMITED PRACTICE OFFICERS

APR 12

LIMITED PRACTICE RULE FOR LIMITED PRACTICE OFFICERS

(a) [unchanged]

(b) Limited Practice Board.

(1) – (2) [unchanged]

(3) *Compensation and Expenses of the Board.* Members of the LP Board ~~shall not be compensated for their services.~~ may be provided compensation at a level established by the Bar and ~~For their actual reasonable and necessary expenses incurred in the performance of their duties, they~~ shall be reimbursed according to the Bar's expense policies for their actual reasonable and necessary expenses incurred in the performance of their duties.

[Remainder unchanged.]

Washington State Bar Association
1325 Fourth Ave - Suite 600
Seattle, WA 98101-2539

WASHINGTON STATE
BAR ASSOCIATION

To: Board of Governors

From: Budget and Audit Committee

Date: December 8, 2025

Re: 2027 License Fees for Limited Practice Officers and Limited License Legal Technicians

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ACTION: Approve maintaining the 2027 License Fees for Limited Practice Officers and Limited License Legal Technicians as provided in this memo.

BACKGROUND

WSBA license fees are established by Court order and have historically been set for specific calendar years. In December 2024, the Court issued an order establishing the 2026 license fees for all license categories, including lawyers, Limited Practice Officers (LPOs), and Limited License Legal Technicians (LLLTs). While there has been no discussion or intent to change the LPO and LLLT fees, the Board's November 14, 2025 approval of the 2027 lawyer license fees should also have explicitly reaffirmed the existing LPO and LLLT license fees to maintain consistency with the Court's prior order.

CURRENT FEES

The fees currently set for 2026 are as follows:

License Type	License Fee
Active LLLT- Admitted prior to 2022	$229.00
Active LLLT- Admitted 2022 or 2023	$114.50
New Active LLLT- 50%	$114.50
New Active LLLT- 25%	$57.25
Active LPO- Admitted prior to 2022	$200.00
New Active LPO- 50%	$100.00
New Active LPO- 25%	$50.00
Active LPO- Admitted 2022 or 2023	$100.00
Inactive LLLT or LPO	$100.00

Both LPO and LLLT fees are reflected in WSBA's financial statements as individual cost centers. Historically, fees for these two license types have been reviewed and adjusted only as needed. The last changes occurred in 2019, when fees increased by $25 for LLLTs and $100 for LPOs (at the full active fee rate). At this time, there is no indication or rationale for reassessing these fees.

RECOMMENDATION

At their December 8, 2025 meeting, the Budget and Audit Committee unanimously approved a recommendation for the Board of Governors to set the 2027 fees for LPOs and LLLTs at the same dollar

amounts as those currently set for 2026. This action is necessary to align with the previous Court order. If approved, we will include language in the request to the Court that the fees remain in effect until changed by a future Court order, thereby eliminating the need for annual reaffirmation when no changes are proposed.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: Christopher Swaby, Chair
Council on Public Defense

DATE: 12/1/25

RE: Revisions to Appendix B of the Indigent Defense Standards

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[ACTION]: The Council on Public Defense (CPD) seeks the Board of Governor's approval to update Appendix B of the WSBA Indigent Defense Standards. Appendix B lists Washington crimes and their corollary case type for purposes of public defense qualifications and case weighting.

The Council on Public Defense (CPD) seeks the BOG's approval to revise the WSBA Indigent Defense Standards Appendix B. The change 1) will better reflect the actual practice habits of Washington public defenders (based on available data), and 2) reflect the formatting requests of local public defenders and public defense administrators.

In March 2024, the WSBA adopted new Indigent Defense Standards for public defense. The Standards were revised at the request of the Washington State Supreme Court and based on the 2023 National Public Defense Workload Study, also known as the RAND Study. Importantly, the RAND Study suggests that public defenders classify crimes based on case types with associated case weights. These weights themselves correspond to the amount of time necessary to provide constitutional defense for cases of that type. Prior to adoption by the BOG in March 24, the CPD responded to the RAND Study in two important ways: 1) Mapping all the most-frequently charged crimes onto the RAND case types, and 2) evaluating the available timekeeping data from Washington public defenders to assure whether Washington case types correspond appropriately to the RAND Study case classifications. The result of that study was Appendix B of the Indigent Defense Standards. When drafted, the authors acknowledged that Appendix B would need routine updating as crimes were created or altered in severity, or if time spent by public defenders on cases of a specific type deviated significantly from the average hours in the RAND Study.

In May of 2025, the CPD requested revisions to Appendix B. The goal was to

- Add new crimes or amend existing ones based on new legislation since the last draft,
- Update currently listed crimes, based on the following factors when deciding whether to amend a crime's case type:
    - Attorney time data and other data from jurisdictions suggesting modification was needed
    - Caseload management concerns, including the concerns regarding non-lawyer staff and data management systems needed to administer assignments consistent with Appendix B
    - Other considerations
- Correct any errors, and
- Include all Washington felonies so that Appendix B mirrors the Sentencing Reform Act's list of Washington crimes.

The Committee considered data available by public defenders who routinely conduct timekeeping. Based on that timekeeping information, it became clear that some crimes would be more appropriately included in alternate categories. In some instances, lawyers were spending far more hours than the average hours associated with cases of that type, while in other instances lawyers were spending far fewer hours than expected. The Committee revised Appendix B to create a new case type category that provided a more nuanced evaluation of attorney's time and categorized crimes into that case type based on attorney's actual practice habits.

The Committee sought feedback on the proposed updates from practitioners. Two larger counties forecast that the changes would result in the same or slight increase in the number of case assignments and case weights per office. With this feedback, the CPD considered the proposal and voted unanimously to amend Appendix B.

This will be a cost neutral edit for the WSBA and most public defense offices.

The proposed changes will not have an impact on any one historically marginalized group. The changes are meant to continue to bring our standards into alignment with actual practices based on available data. The changes are also meant to provide a more user-friendly document for public defenders and public defense administrators.

The CPD now requests that the WSBA Board of Governors approve these updates. These changes will keep Appendix B in line with evolving legislation. In addition, these updates will revise Appendix B to reflect local practice. This process of using local timekeeping data to revise Appendix B will help to ensure "localness" is at the heart of the revised Standards.

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

The risk analysis is included in confidential materials in the BOG Box.

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The fiscal impact to WSBA resulting from the proposed action is limited to the amount of staff time used to draft proposed language, incorporate the approved changes to relevant records, and communication of changes to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The purpose of the equity analyses is to understand how entities incorporated an equity lens into proposed action items presented to the Board of Governors. Applying an equity lens includes 1) identifying and centering people and communities most impacted decisions and/or 2) meeting people and communities according to their specific needs to produce fair and equal outcomes for all. We do not see any immediate equity concerns with the action to update Appendix B. The CPD has demonstrated that they have been able to gather input from a diversity of perspectives, including front line public defenders who see firsthand the impact of the criminal legal system on the public. The changes which are designed to bring the standards into alignment with actual practices based on available data will ultimately help advance Goal #2 in the WSBA Equity and Justice Plan – advancing a fair, inclusive, effective, and accessible legal system for all people.

Attachments

Appendix B Spreadsheet

Offense	Offense	Statute (RCW)	Weight
Aiming or discharging a firearm (RCW 9.41.230)	GM	Misdemeanor - High	1.5
Animal cruelty in the second degree committed under RCW 16.52.207(1)	GM	Misdemeanor - High	1.5
Assault 4 (RCW 9A.36.041)	GM	Misdemeanor - High	1.5
Attempt, Solicitation, or Conspiracy of a Class C Felony ((RCW 9A.28.020-040))	GM	Misdemeanor - High	1.5
Communication with a Minor for Immoral Purposes (RCW 9.68A.090) (First Prosecution)	GM	Misdemeanor - High	1.5
Driving While Under the Influence (RCW 46.61.502)	GM	Misdemeanor - High	1.5
H&R Attended (RCW 46.52.020)	GM	Misdemeanor - High	1.5
Harassment (RCW 9A.46.020(1))	GM	Misdemeanor - High	1.5
Indecent Exposure to Person Under Age 14 (first offense) (RCW 9A.88.010)	GM	Misdemeanor - High	1.5
Physical Control of a Vehicle While Under the Influence (RCW 46.61.504)	GM	Misdemeanor - High	1.5
Possession of a Controlled Substance (RCW 69.50.4013)	GM	Misdemeanor - High	1.5
Reckless Driving RCW 46.61.500	GM	Misdemeanor - High	1.5
Sexual Misconduct with a Minor2 (RCW 9A.44.096)	GM	Misdemeanor - High	1.5
Stalking (RCW 9A.46.110(1-4))	GM	Misdemeanor - High	1.5
Telephone Harassment (subsequent conviction or threat of death) (RCW 9.61.230)	GM	Misdemeanor - High	1.5
Unlawful carrying or handling of a firearm (RCW 9.41.270)	GM	Misdemeanor - High	1.5
Vehicle Prowling 2 (first or second offense) (RCW 9A.52.100(1-2)	GM	Misdemeanor - High	1.5
Violation of Anti-Harassment Protection Order (RCW 7.105.455)	GM	Misdemeanor - High	1.5
Domestic Violence Offense listed in RCW 10.99.020(4) or RCW 9.41.040(2)(a)(i)(B-D)	GM/M	Misdemeanor - High	1.5
Attempt, Solicitation, or Conspiracy to Commit a Gross Misdemeanor (RCW 9A.28.020-040)	M	Misdemeanor - Low	1
Minor Driving After Alcohol (RCW 46.61.503)	GM	Misdemeanor - High	1.5
Negligent Driving 1 RCW 46.61.5249	GM	Misdemeanor - High	1.5

Municipal Crimes shall be the same case category as the equivalent State crime. When there is no State crime, a Municipal Misdemeanor is a

FELONY INDEX BY CLASSIFICATION AND CASE WEIGHT

Statute (RCW)	Offense	Class	Case Weighting	Weight
9A.42.070	Abandonment of Dependent Person 2	C	Felony - Low	1
29A.84.680(1)	Absentee Voting Violation	C	Felony - Low	1
46.52.130(6)(b)	Abstracts of Driving Records – Intentional Misuse	C	Felony - Low	1
20.01.460(2)	Acting as Commission Merchant, Dealer, Cash Buyer without License	C	Felony - Low	1
69.52.030(3)	Advertising Imitation Controlled Substances	C	Felony - Low	1
46.37.660(2)(c)	Air Bag Diagnostic Systems	C	Felony - Low	1
46.37.660(2)(b)	Air Bag Diagnostic Systems (Causing Bodily Injury or Death)	C	Felony - Low	1
46.37.660(1)(c)	Air Bag Replacement Requirements	C	Felony - Low	1
46.37.660(1)(b)	Air Bag Replacement Requirements (Causing Bodily Injury or Death)	C	Felony - Low	1
9.41.171	Alien Possession of a Firearm	C	Felony - Low	1
9.45.210	Altering Sample or Certificate of Assay	C	Felony - Low	1
9A.76.177	Amber Alert – Making False Statements to a Public Servant	C	Felony - Low	1
68.64.160	Anatomical Gift - Illegal Financial Gain	C	Felony - Low	1
68.64.150	Anatomical Gifts - Illegal Purchase or Sale	C	Felony - Low	1
16.52.205	Animal Cruelty	C	Felony - Low	1
16.52.117(2)(a)	Animal Fighting	C	Felony - Low	1
9A.36.031(1)(a-g)& (i-j)	Assault 3, excluding Assault 3 of a Peace Officer with a Projectile Stun Gun	C	Felony - Low	1
9A.36.140	Assault of a Child 3	C	Felony - Low	1
72.23.170	Assist Escape of Mental Patient	C	Felony - Low	1
46.61.024	Attempting to Elude Pursuing Police Vehicle	C	Felony - Low	1
9A.76.170(3)(c)	Bail Jumping with Class B or C Felony	C	Felony - Low	1
9A.64.010	Bigamy	C	Felony - Low	1
9.46.155	Bribing to Obtain a License from Public Officials, Employees, Agents	C	Felony - Low	1
9A.64.030(3)(b)	Child Buying	C	Felony - Low	1
49.12.410(2)	Child Labor Law Violation – Death/Disability	C	Felony - Low	1
9A.64.030(3)(a)	Child Selling	C	Felony - Low	1
9A.40.110	Coercion of Involuntary Servitude	C	Felony - Low	1
9A.82.045	Collection of Unlawful Debt	C	Felony - Low	1
77.15.500(3)(b)	Commercial Fishing without a License 1	C	Felony - Low	1
19.158.160	Commercial Telephone Solicitor Deception (Value of $250 or more)	C	Felony - Low	1
9A.90.040	Computer Trespass 1	C	Felony - Low	1
69.50.465	Conducting or Maintaining a Cannabis Club	C	Felony - Low	1
69.50.416	Controlled Substance Label Violation	C	Felony - Low	1
9.16.035(4)	Counterfeiting - Endanger Public Health or Safety	C	Felony - Low	1
9.16.035(3)	Counterfeiting – Third Conviction and Value $10,000 or more	C	Felony - Low	1
69.50.4011(2)(c-e)	Create or Deliver a Counterfeit Controlled Substance – Schedule I-II Nonnarcotic, Schedule III-V Except Flunitrazepam or Methamphetamine	C	Felony - Low	1
9.08.090	Crimes Against Animal Facilities	C	Felony - Low	1
9A.46.120	Criminal Gang Intimidation	C	Felony - Low	1
9A.60.040	Criminal Impersonation 1	C	Felony - Low	1
9A.84.010(2)(b)	Criminal Mischief	C	Felony - Low	1
9A.42.030	Criminal Mistreatment 2	C	Felony - Low	1
9A.82.160	Criminal Profiteering Lien after Service of Notice	C	Felony - Low	1
9A.44.196	Criminal Trespass Against Children	C	Felony - Low	1
9A.36.100	Custodial Assault	C	Felony - Low	1

9A.40.060	Custodial Interference 1	C	Felony - Low	1
9A.40.070	Custodial Interference 2 (Subsequent Offense)	C	Felony - Low	1
9A.90.120(2)(b)	Cyber Harassment	C	Felony - Low	1
16.08.100(2)	Dangerous Dog Attack (Subsequent Offense)	C	Felony - Low	1
16.08.100(3)	Dangerous Dog Attack Resulting in Severe Injury or Death	C	Felony - Low	1
22.09.310	Dealing in Unauthorized Warehouse Receipts for Agricultural Commodities	C	Felony - Low	1
9A.61.040	Defrauding a Public Utility 2	C	Felony - Low	1
69.50.4012	Delivery of a Material in Lieu of a Controlled	C	Felony - Low	1
9.41.110(8)	Delivery of Firearm by Dealer to Ineligible Person	C	Felony - Low	1
9.41.080	Delivery of Firearms to Ineligible Person	C	Felony - Low	1
27.44.040(1)	Destroying, Removing or Defacing Indian Graves	C	Felony - Low	1
68.60.040(1)	Destruction of Tomb, Plot, Marker, or Cemetery Property	C	Felony - Low	1
9.38.060	Digital Signatures Fraud	C	Felony - Low	1
9A.76.023(2)(a)	Disarming a Law Enforcement or Corrections Officer	C	Felony - Low	1
9A.86.030	Disclosing Fabricated Intimate Images (Subsequent conviction or prior conviction of RCW 9A.86.010)	C	Felony - Low	1
9A.86.010	Disclosing Intimate Images	C	Felony - Low	1
69.50.402	Dispensing Violation (VUCSA)	C	Felony - Low	1
82.26.190	Distributors and Retailer of Tobacco Products License Violation	C	Felony - Low	1
27.53.060	Disturbing Archaeological Resources or Site	C	Felony - Low	1
29A.84.655	Election Officer Permits Repeat Vote	C	Felony - Low	1
29A.84.720	Election Officers – Violation	C	Felony - Low	1
29A.84.030	Election or Mail Ballot Violation	C	Felony - Low	1
19.300.020	Electronic Communication Devices – Illegal Scanning	C	Felony - Low	1
9A.90.060	Electronic Data Service Interference	C	Felony - Low	1
9A.90.080	Electronic Data Tampering 1	C	Felony - Low	1
9A.90.100	Electronic Data Theft	C	Felony - Low	1
79A.60.090	Eluding a Law Enforcement Vessel	C	Felony - Low	1
18.39.350	Embalmers/Funeral Directors Violation	C	Felony - Low	1
46.80.020(b)	Engage in Business of Wrecking Vehicles without a License (Subsequent Offense)	C	Felony - Low	1
51.48.103(2)	Engaging in Business after Certificate of Coverage Revocation	C	Felony - Low	1
70.345.090	Engaging in Delivery Sales of Vapor Products without a License or Proper Shipping Documentation	C	Felony - Low	1
77.15.620(3)(b)	Engaging in Fish Dealing Activity Unlicensed 1	C	Felony - Low	1
9A.76.120	Escape 2	C	Felony - Low	1
9A.76.130(3)(b)	Escape 3 (Third or Subsequent Offense)	C	Felony - Low	1
72.09.310	Escape from Community Custody	C	Felony - Low	1
51.48.020(1)	Evading Industrial Insurance Premiums	C	Felony - Low	1
82.42.085	Evading the Collection of Aircraft Fuel Tax	C	Felony - Low	1
74.09.260	Excessive Charges, Payments	C	Felony - Low	1
9A.56.130	Extortion 2	C	Felony - Low	1
19.25.040(2)(b)	Failure to Disclose Origin of Certain Recordings (more than 10 but less than 100 Recordings)	C	Felony - Low	1
36.18.170	Failure to Pay Over Fees to County Treasurer	C	Felony - Low	1
9A.44.132(3)	Failure to Register as a Kidnapping Offender	C	Felony - Low	1
9A.44.132(1)(a)	Failure to Register as a Sex Offender (First Violation)	C	Felony - Low	1
9A.44.132(1)(a)	Failure to Register as a Sex Offender (Second Violation Committed on or after 6/10/2010)	C	Felony - Low	1
19.146.050	Failure to Use a Trust Account	C	Felony - Low	1

19.142.080	Failure to Use a Trust Account or Furnish Bond for Health Studio	C	Felony - Low	1
38.42.050	False Affidavit under Service Member Civil Relief Act	C	Felony - Low	1
42.24.100	False Claim from Municipal Corporation (Charged as Perjury 2)	C	Felony - Low	1
42.17A.750	False Documents Registered with Public Disclosure Commission	C	Felony - Low	1
48.30.230	False Insurance Claims (Value in Excess of $1,500)	C	Felony - Low	1
9A.84.040(2)(b)	False Reporting 2	C	Felony - Low	1
74.09.230	False Statement for Medical Assistance	C	Felony - Low	1
69.43.080	False Statement in Report of Precursor Drugs	C	Felony - Low	1
9.38.015	False Statement of Identity to a Financial Institution - 3rd or Subsequent Offense	C	Felony - Low	1
51.48.270	False Statement or Concealing Information by Employee	C	Felony - Low	1
82.32.290(2)	False Statement to Department of Revenue	C	Felony - Low	1
19.230.300	False Statement, Misrepresentation or False Certification of Uniform Money Services Record	C	Felony - Low	1
74.09.250	False Statements Regarding Institutions, Facilities	C	Felony - Low	1
26.20.030	Family Abandonment	C	Felony - Low	1
69.50.403	Forged Prescription for a Controlled Substance	C	Felony - Low	1
9A.60.020	Forgery	C	Felony - Low	1
29A.84.711	Fraud in Certification of Nomination or Ballot	C	Felony - Low	1
9.45.170	Fraud in Liquor Warehouse Receipts	C	Felony - Low	1
9.26A.110(3)	Fraud in Obtaining Telecommunications Services (Value Exceeds $250)	C	Felony - Low	1
9A.60.060	Fraudulent Creation or Revocation of Mental Health Advance Directive	C	Felony - Low	1
76.48.141(1)(a)	Fraudulent Document as Specialized Forest Products Permit, Sales Invoice, Bill of Lading, etc.	C	Felony - Low	1
76.48.141(2)	Fraudulent Document for Specialized Forest Products Buyer	C	Felony - Low	1
9.45.270(2)	Fraudulent Filing of Vehicle Report of Sale (Value Exceeds $250)	C	Felony - Low	1
65.12.750	Fraudulent Procurement or False Entry on Land Title Registration	C	Felony - Low	1
76.48.141(1)(b)	Fraudulent Representation of Authority to Harvest Specialized Forest Products	C	Felony - Low	1
9A.46.020(2)(b)	Harassment	C	Felony - Low	1
9A.76.200	Harming a Police Dog/Horse or an Accelerant Detection Dog	C	Felony - Low	1
28B.10.901(2)(b)	Hazing	C	Felony - Low	1
48.80.030	Health Care False Claims	C	Felony - Low	1
29A.84.620	Hindering or Bribing Voter	C	Felony - Low	1
9.35.020(3)	Identity Theft 2	C	Felony - Low	1
9.16.020	Imitating Lawful Brands with Intent	C	Felony - Low	1
9.35.010	Improperly Obtaining Financial Information	C	Felony - Low	1
9A.82.070	Influencing Outcome of Sporting Event	C	Felony - Low	1
40.16.010	Injury to a Public Record	C	Felony - Low	1
9.91.170(5)	Intentional Infliction, Injury or Death to a Dog Guide or Service Animal	C	Felony - Low	1
9.91.175(3)	Intentionally Injures, Disables or Causes Death of an On-Duty Search and Rescue Dog	C	Felony - Low	1

9A.82.180(3)(b)	Intentionally Remove, Alter, or Obliterate the Last Eight Digits of the Original Vehicle Identification Number from a Detached Catalytic Converter (Subsequent Violation) Effective 4/1/2025	C	Felony - Low	1
9.73.230	Intercepting, Transmitting or Recording Conversations Concerning Controlled Substances	C	Felony - Low	1
69.25.155(1)	Interference with Person Performing Official Duties	C	Felony - Low	1
70.74.275	Intimidation or Harassment with an Explosive	C	Felony - Low	1
9A.76.150	Introducing Contraband 2	C	Felony - Low	1
69.50.4015	Involving a Minor in Drug Dealing	C	Felony - Low	1
9A.60.070	Issuing a False Academic Credential	C	Felony - Low	1
16.52.320	Kill or Cause Substantial Harm with Malice to Livestock	C	Felony - Low	1
82.87.140	Knowingly Attempts to Evade Capital Gains Tax Payment	C	Felony - Low	1
46.70.021	Licensing Violation for Car Dealers or Manufacturers (Subsequent Violation)	C	Felony - Low	1
9A.40.090	Luring of a Child or a Person with a Developmental Disability	C	Felony - Low	1
9A.56.370	Mail Theft	C	Felony - Low	1
9.47.090	Maintaining a Bucket Shop	C	Felony - Low	1
69.50.402(1)(f)	Maintaining a Dwelling or Place for Controlled Substances	C	Felony - Low	1
31.12.850(2)	Make a False Statement or Entry in Credit Union	C	Felony - Low	1
9.45.220	Making False Sample or Assay of Ore	C	Felony - Low	1
9A.48.080	Malicious Mischief 2	C	Felony - Low	1
70.74.272(1)(b)	Malicious Placement of an Imitation Device 2	C	Felony - Low	1
9.62.010(1)	Malicious Prosecution	C	Felony - Low	1
9.45.260	Malicious Sprinkler Contractor Work	C	Felony - Low	1
9.41.190	Manufacture of Untraceable Firearm with Intent to Sell	C	Felony - Low	1
9.41.325	Manufacture or Assembly of an Undetectable Firearm or Untraceable Firearm	C	Felony - Low	1
46.37.650(1)(c)	Manufacture or Import Counterfeit, Nonfunctional, Damaged, or Previously Deployed Air Bag	C	Felony - Low	1
46.37.650(1)(b)	Manufacture or Import Counterfeit, Nonfunctional, Damaged, or Previously Deployed Air Bag (Causing Bodily Injury or Death)	C	Felony - Low	1
69.50.401(2)(c)	Manufacture, Deliver or Possess with Intent to Deliver · Cannabis	C	Felony - Low	1
69.50.401(2)(c-e)	Manufacture, Deliver or Possess with Intent to Deliver · Narcotics from Schedule III, IV, or V or Nonnarcotics from Schedule I-V (except Cannabis, Amphetamine, Methamphetamine, or Flunitrazepam)	C	Felony - Low	1
69.52.030(1)	Manufacture, Distribute or Possess with Intent to Distribute an Imitation Controlled Substance	C	Felony - Low	1
70.74.022(1)	Manufacture, Purchase, Sell or Store Explosive Device without License	C	Felony - Low	1
46.20.0921(3)(a)	Manufacture, Sell or Deliver Forged Driver's License or Identicard	C	Felony - Low	1
82.24.570(2)	Manufacture, Sell or Possess Counterfeit Cigarettes	C	Felony - Low	1
69.51A.240	Medical Cannabis – Unlawful Actions	C	Felony - Low	1
78.44.330	Mineral Trespass	C	Felony - Low	1
42.20.090	Misappropriating and Falsifying Accounts by	C	Felony - Low	1
9.82.030	Misprision of Treason	C	Felony - Low	1
29A.08.740	Misuse of Registered Voter Data	C	Felony - Low	1

29A.84.150	Misuse or Alteration of Registration Database	C	Felony - Low	1
9.45.070	Mock Auction	C	Felony - Low	1
9A.60.030	Obtaining Signature by Deception or Duress	C	Felony - Low	1
46.70.180(5)	Odometer Offense	C	Felony - Low	1
40.16.030	Offering False Instrument for Filing or Record	C	Felony - Low	1
68.50.140(3)	Opening Graves with Intent to Sell or Remove Personal Effects or Human Remains	C	Felony - Low	1
90.56.540	Operation of a Vessel while under the Influence of Intoxicating Liquor or Drugs	C	Felony - Low	1
9A.56.350(3)	Organized Retail Theft 2	C	Felony - Low	1
9.46.215	Ownership or Interest in Gambling Device	C	Felony - Low	1
69.30.085	Participation in Shellfish Operation or Activities while License is Denied, Revoked or Suspended	C	Felony - Low	1
74.09.240(2)	Paying or Offering Bribes, Kickbacks or Rebates	C	Felony - Low	1
9A.72.030	Perjury 2	C	Felony - Low	1
82.32.290(4)	Phantomware Violation	C	Felony - Low	1
46.61.504(6)	Physical Control of a Vehicle while under the Influence of Intoxicating Liquor or any Drug	C	Felony - Low	1
69.40.020	Poison in Milk or Food Product	C	Felony - Low	1
69.50.418	Possess, Purchase, Deliver, Sell, or Possess with Intent to Sell a Tableting Machine or Encapsulating Machine	C	Felony - Low	1
9A.58.020	Possessing or Capturing Personal Identification Document	C	Felony - Low	1
7.105.460	Possession of a Firearm in Violation of an Extreme Risk Protection Order - 3rd or Subsequent Offense	C	Felony - Low	1
9.94.041(2)	Possession of Controlled Substance by Prisoner (County or Local Facility)	C	Felony - Low	1
9.94.041(1)	Possession of Controlled Substance by Prisoner (State Facility)	C	Felony - Low	1
9.94.045	Possession of Controlled Substance in Prison by Non-prisoner	C	Felony - Low	1
9.41.190	Possession of Machine Gun, Bump-fire Stock, Undetectable Firearm, or Short-Barreled Shotgun or Rifle	C	Felony - Low	1
69.41.350	Possession of Steroids in Excess of 200 tablets or (8) 2cc Bottles without a Valid Prescription	C	Felony - Low	1
9A.56.380	Possession of Stolen Mail	C	Felony - Low	1
9A.56.160	Possession of Stolen Property 2 (other than Firearm or Motor Vehicle)	C	Felony - Low	1
9.94.040(2)	Possession of Weapons by Prisoners (County or Local Facility)	C	Felony - Low	1
9A.82.180(5)	Possession, Sale, or Offering for Sale of Seven or more Unmarked Catalytic Converters Effective 4/1/2025	C	Felony - Low	1
9.46.221	Professional Gambling 2	C	Felony - Low	1
9A.36.060	Promoting a Suicide Attempt	C	Felony - Low	1
67.08.015	Promoting Illegal Boxing, Martial Arts and Wrestling	C	Felony - Low	1
9.68.140	Promoting Pornography	C	Felony - Low	1
9A.88.080	Promoting Prostitution 2	C	Felony - Low	1
9.68A.102	Promoting Travel for Commercial Sexual Abuse of a Minor	C	Felony - Low	1
9A.88.085	Promoting Travel for Prostitution	C	Felony - Low	1
29A.84.311	Provides False Information or Conceals or Destroys Candidacy Declaration or Nominating Petition	C	Felony - Low	1
26.04.210	Providing False Statements in Affidavits for Marriage	C	Felony - Low	1
68.50.140(2)	Purchasing or Receiving Human Remains	C	Felony - Low	1

74.09.240(1)	Receiving or Asking for Bribes, Kickbacks or Rebates	C	Felony - Low	1
9A.68.030	Receiving or Granting Unlawful Compensation	C	Felony - Low	1
81.60.080(2)	Receiving Stolen Railroad Property	C	Felony - Low	1
9A.48.040	Reckless Burning 1	C	Felony - Low	1
90.56.530	Reckless Operation of a Tank Vessel	C	Felony - Low	1
70A.15.3150(3)	Releasing into Ambient Air Hazardous Air Pollutant	C	Felony - Low	1
46.12.560	Removal of Sticker on Vehicle Stating Previously Destroyed or Title 1 Loss	C	Felony - Low	1
68.50.140(4)	Removal, Disinterment or Mutilation of Human Remains	C	Felony - Low	1
68.60.050	Removes, Defaces or Destroys any Historic Grave	C	Felony - Low	1
29A.84.540	Removing a Ballot from a Voting Center or Ballot Drop Location	C	Felony - Low	1
68.50.140(1)	Removing Human Remains	C	Felony - Low	1
9.16.010	Removing Lawful Brands	C	Felony - Low	1
19.25.020(2)(b)	Reproduction of Sound Recording without Consent of Owner - Recording Fixed before 2/15/1972 (more than 100 but less than 1,000 Recordings)	C	Felony - Low	1
9A.68.020	Requesting Unlawful Compensation	C	Felony - Low	1
70.345.030	Retail Sales, Distribution or Delivery Sales of Vapor Products without a License	C	Felony - Low	1
9A.56.360(3)	Retail Theft with Special Circumstances 2	C	Felony - Low	1
9A.56.360(4)	Retail Theft with Special Circumstances 3	C	Felony - Low	1
81.60.080(1)	Sabotaging Rolling Stock	C	Felony - Low	1
33.36.040	Savings and Loan Association - Making False Statement of Assets or Liabilities	C	Felony - Low	1
33.36.030	Savings and Loan Association - Preference in Case of Insolvency	C	Felony - Low	1
33.36.060	Savings and Loan Association - Suppressing, Secreting or Destroying Evidence or Records	C	Felony - Low	1
19.290.100	Scrap Processing, Recycling, or Supplying without a License (Second or Subsequent Offense)	C	Felony - Low	1
19.60.067(2)	Second-hand Precious Metal Dealer Violations (Subsequent Violation)	C	Felony - Low	1
46.20.0921(2)	Sell or Deliver a Stolen Driver's License or Identicard	C	Felony - Low	1
46.37.650(2)(b)	Sell, Install, or Reinstall Counterfeit, Nonfunctional, Damaged, or Previously Deployed Airbag	C	Felony - Low	1
46.37.650(2)(c)	Sell, Install, or Reinstall Counterfeit, Nonfunctional, Damaged, or Previously Deployed Airbag	C	Felony - Low	1
27.44.040(2)	Selling Artifacts or Human Remains from Indian	C	Felony - Low	1
69.50.410	Selling for Profit (Controlled or Counterfeit) any Controlled Substance in Schedule I	C	Felony - Low	1
70.155.140	Shipping or Transporting Tobacco Products Ordered Through Mail or Internet	C	Felony - Low	1
82.38.270	Special Fuel Violations	C	Felony - Low	1
77.15.450(3)(b)	Spotlighting Big Game 1	C	Felony - Low	1
67.70.160	State Lottery Violations Except Lottery Fraud and Unlicensed Lottery Activity	C	Felony - Low	1
77.15.670(3)(b)	Suspension of Department Privileges 1	C	Felony - Low	1
9A.56.075	Taking Motor Vehicle without Permission 2	C	Felony - Low	1
9A.72.120	Tampering with a Witness	C	Felony - Low	1
29A.84.550	Tampering with Election Materials	C	Felony - Low	1
29A.84.560	Tampering with Voting Machine	C	Felony - Low	1
9.61.230(2)	Telephone Harassment (with Prior Harassment Conviction or Threat of Death)	C	Felony - Low	1

9A.56.040	Theft 2 (Excluding Firearm and Motor Vehicle)	C	Felony - Low	1
9A.56.400(2)	Theft from a Vulnerable Adult 2	C	Felony - Low	1
69.55.010	Theft of Ammonia	C	Felony - Low	1
9A.56.083	Theft of Livestock 2	C	Felony - Low	1
9A.56.096(5)(b)	Theft of Rental, Leased, Lease-purchased or Loaned Property (Valued at $750 or more but less than $5,000)	C	Felony - Low	1
9A.56.262	Theft of Telecommunication Service	C	Felony - Low	1
9A.56.340(3)	Theft with Intent to Resell 2	C	Felony - Low	1
9A.36.090	Threats Against Governor or Family	C	Felony - Low	1
64.36.210	Timeshare Fraud	C	Felony - Low	1
64.36.020(5)(b)	Timeshare Registration Requirement Violation	C	Felony - Low	1
9A.68.040	Trading in Public Office	C	Felony - Low	1
9A.68.050	Trading in Special Influence	C	Felony - Low	1
9A.82.190	Trafficking in Catalytic Converters 1 Effective 4/1/2025	C	Felony - Low	1
9A.82.200	Trafficking in Catalytic Converters 2 Effective 4/1/2025	C	Felony - Low	1
48.30A.015	Trafficking in Insurance Claims (Subsequent	C	Felony - Low	1
9A.82.055	Trafficking in Stolen Property 2	C	Felony - Low	1
9.08.076	Transferring a Stolen Pet Animal to a Research Institution by a USDA Licensed Dealer	C	Felony - Low	1
9.08.074	Transferring Stolen Pet Animal to a Person who Previously Sold a Stolen Pet Animal to a Research Facility	C	Felony - Low	1
9.08.072	Transferring Stolen Pet Animal to a Research Institution, not by a USDA Licensed Dealer -2nd or Subsequent Offense	C	Felony - Low	1
9.46.240	Transmission or Receiving Gambling Information by Internet	C	Felony - Low	1
70A.300.100(1)(b)	Transport, Disposal or Export of Hazardous Waste that Places Another Person's Property in Danger of Harm	C	Felony - Low	1
82.24.110(2)	Transportation of more than 10,000 Cigarettes without Proper Stamps	C	Felony - Low	1
68.60.040(3)	Transports Removed Human Remains, Opens a Grave or Removes Personal Effects from Grave	C	Felony - Low	1
9.91.150(1)	Tree Spiking	C	Felony - Low	1
9.02.120	Unauthorized Abortion	C	Felony - Low	1
68.44.060	Unauthorized Loans to Cemetery Authority	C	Felony - Low	1
29A.84.545	Unauthorized Removal of Paper Record from Electronic Voting Device	C	Felony - Low	1
9.26A.140(1)(a),(b), or (c)	Unauthorized Sale or Procurement of Telephone Records	C	Felony - Low	1
68.05.330	Unfair Practice of Funeral or Cemetery Board	C	Felony - Low	1
19.225.110	Uniform Athlete Agent Act Violation	C	Felony - Low	1
9A.49.020	Unlawful Discharge of a Laser 1	C	Felony - Low	1
74.09.290	Unlawful Disclosure of Patient Records or DSHS Information	C	Felony - Low	1
9A.56.290(4)(a)	Unlawful Factoring of a Credit or Payment Card Transaction	C	Felony - Low	1
77.15.630(3)(b)	Unlawful Fish and Shellfish Catch Accounting 1	C	Felony - Low	1
69.53.020	Unlawful Fortification of Building for Drug Purposes	C	Felony - Low	1
77.15.410(3)(b)	Unlawful Hunting of Big Game 1	C	Felony - Low	1
9A.40.040	Unlawful Imprisonment	C	Felony - Low	1

9A.56.060(4)	Unlawful Issuance of Checks or Drafts (Value Greater Than $750)	C	Felony - Low	1
9A.56.264	Unlawful Manufacture of a Telecommunication	C	Felony - Low	1
77.140.060(3)	Unlawful Misbranding of Fish or Shellfish 1	C	Felony - Low	1
51.48.280(2)	Unlawful Offer or Payment for Kickbacks, Bribes, or Rebates to any Person	C	Felony - Low	1
88.46.080(2)(b)	Unlawful Operation of a Covered Vessel (Subsequent Violation)	C	Felony - Low	1
90.56.300(2)(b)	Unlawful Operation of Onshore or Offshore Facility (Subsequent Conviction)	C	Felony - Low	1
77.15.570(2)	Unlawful Participation on Non-Indians in Indian	C	Felony - Low	1
9.41.040(2)	Unlawful Possession of a Firearm 2	C	Felony - Low	1
9A.56.320(3)	Unlawful Possession of a Personal Identification Device	C	Felony - Low	1
9A.56.320(4)	Unlawful Possession of Fictitious Identification	C	Felony - Low	1
9A.56.320(5)	Unlawful Possession of Instruments of Financial Fraud	C	Felony - Low	1
9A.56.320(2)	Unlawful Possession of Payment Instruments	C	Felony - Low	1
2.48.180	Unlawful Practice of Law (Subsequent Violation)	C	Felony - Low	1
9.41.115	Unlawful Private Transfer of a Firearm (Subsequent Offense)	C	Felony - Low	1
9A.56.320(1)	Unlawful Production of Payment Instruments	C	Felony - Low	1
77.15.650(3)(b)	Unlawful Purchase or Use of a License 1	C	Felony - Low	1
51.48.280(1)	Unlawful Receipt of Remuneration for Kickbacks, Bribes, or Rebates by any Person	C	Felony - Low	1
9.91.144	Unlawful Redemption of Food Stamps	C	Felony - Low	1
77.15.250(2)(b)	Unlawful Releasing, Planting, Possessing or Placing Deleterious Exotic Wildlife	C	Felony - Low	1
9A.56.266	Unlawful Sale of a Telecommunication Device	C	Felony - Low	1
9A.56.230	Unlawful Sale of Subscription Television Services	C	Felony - Low	1
46.12.750(3)	Unlawful Sale of Vehicle Certificate of Ownership	C	Felony - Low	1
18.64.046(7)	Unlawful Selling of Ephedrine, Pseudoephedrine or Phenylpropanolamine by a Wholesaler	C	Felony - Low	1
69.55.020	Unlawful Storage of Ammonia	C	Felony - Low	1
19.116.080(1)	Unlawful Subleasing of Motor Vehicle	C	Felony - Low	1
77.15.120(3)(b)	Unlawful Taking of Endangered Fish or Wildlife 1	C	Felony - Low	1
77.15.770(2)	Unlawful Trade in Shark Fins 1	C	Felony - Low	1
77.15.260(3)(a)	Unlawful Trafficking in Fish, Shellfish or Wildlife 2	C	Felony - Low	1
9.91.142(1)	Unlawful Trafficking in Food Stamps	C	Felony - Low	1
77.15.135(4)(d)	Unlawful Trafficking in Species with Extinction 1	C	Felony - Low	1
19.116.080(2)	Unlawful Transfer of Ownership of Motor Vehicle	C	Felony - Low	1
77.15.530(4)	Unlawful Use of a Nondesignated Vessel	C	Felony - Low	1
18.04.370(1)(b)	Unlawful Use of a Professional Title	C	Felony - Low	1
69.53.010	Unlawful Use of Building for Drug Purposes	C	Felony - Low	1
18.04.370(1)(c)	Unlawful Use of CPA Title after Suspension	C	Felony - Low	1
69.53.030	Unlawful Use of Fortified Building	C	Felony - Low	1
77.15.811	Unlawful Use of Invasive Species 1	C	Felony - Low	1
66.44.120(2)(b)	Unlawful Use of Liquor Board Seal (Third or Subsequent Offense)	C	Felony - Low	1
77.15.580(3)(b)	Unlawful Use of Net to Take Fish	C	Felony - Low	1
9.46.037	Unlawful Wagers of a Sporting Event, Athletic Event, or Competition	C	Felony - Low	1
82.24.500	Unlawfully Purchase, Sell, Consign or Distribute Cigarettes	C	Felony - Low	1
18.130.190(7)(b)	Unlicensed Practice of a Profession or Business (Subsequent Violation)	C	Felony - Low	1
29A.84.660	Unqualified Person Voting	C	Felony - Low	1

29A.84.140	Unqualified Voting Registration	C	Felony - Low	1
9.41.360	Unsafe Storage of a Firearm	C	Felony - Low	1
19.210.040	Unused Property, Merchants –Prohibited Sales (Third or Subsequent Offense within 5 Years)	C	Felony - Low	1
46.37.673	Use of a Signal Preemption Device Resulting in Property Damage or less Substantial Bodily Harm	C	Felony - Low	1
9A.82.080(3)	Use of Proceeds of Criminal Profiteering – Attempt or Conspiracy	C	Felony - Low	1
19.25.030(2)(b)	Use of Recording of Live Performance without Consent of Owner (at least 100 but less than 1,000 Recordings or more than 10 but less than 100 Unauthorized Audiovisual Recording or Subsequent	C	Felony - Low	1
9A.52.095	Vehicle Prowl 1	C	Felony - Low	1
9A.52.100(3)	Vehicle Prowling 2 (Third or Subsequent Offense)	C	Felony - Low	1
77.15.550(3)(b)	Violating Commercial Fishing Area or Time 1	C	Felony - Low	1
29A.84.230(1)	Violation by Signer – Initiative or Referendum with False Name	C	Felony - Low	1
9.46.190	Violations of Fraud or Deceit Regarding Gambling Activity	C	Felony - Low	1
29A.84.130	Voter Violation of Registration Law	C	Felony - Low	1
29A.84.650(1)	Voting Repeater – more than one Vote at any Election	C	Felony - Low	1
48.30.220	Willful Destruction, Injury, Secretion of Insured Property	C	Felony - Low	1
10.66.090	Willfully Disobeys an Off-limits Order (Subsequent Violation or Enters Protected Against Drug Trafficking Area)	C	Felony - Low	1
9A.82.030	Advancing Money or Property for Extortionate Extension of Credit	B	Felony - Low	1
30A.42.290(3)	Alien Bank or Bureau – Destroy or Secrete Records	B	Felony - Low	1
30A.42.290(2)	Alien Bank or Bureau – False Entry, Statements, etc.	B	Felony - Low	1
16.52.117(2)(b)	Animal Fighting - Mutilation	B	Felony - Low	1
9.05.030	Assembly of Saboteurs	B	Felony - Low	1
9A.76.170(3)(b)	Bail Jumping with Class A Felony	B	Felony - Low	1
30A.12.100	Bank or Trust Company - Destroy or Secrete Records	B	Felony - Low	1
30A.12.090	Bank or Trust Company - False Entry, Statements, etc.	B	Felony - Low	1
30A.44.120	Bank or Trust Company - Receiving Deposits When Insolvent	B	Felony - Low	1
30A.44.110	Bank or Trust Company - Transfer of Assets Prior to Insolvency	B	Felony - Low	1
9A.68.010	Bribery	B	Felony - Low	1
72.23.300	Bringing Narcotics, Liquor, or Weapons into State Institution or Grounds	B	Felony - Low	1
9.47.120	Bunco Steering	B	Felony - Low	1
9A.52.030	Burglary 2	B	Felony - Low	1
46.87.260	Cab Card Forgery (Effective Until 7/1/2016)	B	Felony - Low	1
9.46.180	Causing Person to Violate Gambling Laws	B	Felony - Low	1
9A.48.120	Civil Disorder Training	B	Felony - Low	1
30A.04.240	Commingling of Funds or Securities	B	Felony - Low	1
21.30.140	Commodity Transaction Violation	B	Felony - Low	1
19.144.100(2)	Control of Real Property Resulting from Mortgage Fraud Activities	B	Felony - Low	1
69.50.4011(2)(a-b)	Create or Deliver a Counterfeit Controlled Substance – Schedule I or II Narcotic or Flunitrazepam or Methamphetamine	B	Felony - Low	1
46.87.260	Credential Forgery (Effective 7/1/2016)	B	Felony - Low	1

31.12.724(3)	Credit Union - Fraudulent Receipt of Credit Union Deposit	B	Felony - Low	1
31.12.724(2)	Credit Union - Transfer of Credit Union Assets Prior to Insolvency	B	Felony - Low	1
9.05.060(2)	Criminal Sabotage	B	Felony - Low	1
43.06.230	Damage Property or Cause Personal Injury after State of Emergency Proclaimed	B	Felony - Low	1
39.44.101	Defraud a Facsimile Signature on Bonds and Coupons	B	Felony - Low	1
87.03.200	Defraud Facsimile Signatures on Bonds and Coupons – Irrigation Districts	B	Felony - Low	1
19.110.120	Defraud or Provide Misleading or Untrue Documents Related to a Business Opportunity Sale	B	Felony - Low	1
9A.61.030	Defrauding a Public Utility 1	B	Felony - Low	1
19.48.110(1)(b)	Defrauding an Innkeeper (Value of $75 or more)	B	Felony - Low	1
69.50.401(2)(b)	Deliver or Possess with Intent to Deliver - Methamphetamine	B	Felony - Low	1
69.52.030(2)	Delivery of Imitation Controlled Substance by Person 18 or Over to Person under 18	B	Felony - Low	1
35A.36.040	Designation of Bonds – Violation (Code Cities)	B	Felony - Low	1
35.36.040	Designation of Bonds – Violation (First Class Cities)	B	Felony - Low	1
9A.76.023(2)(b)	Disarming a Law Enforcement or Corrections Officer and Firearm is Discharged	B	Felony - Low	1
19.110.075(2)	Disclosures Knowingly Not Provided at Sale of Business Opportunity (Violation of RCW 19.110.070)	B	Felony - Low	1
43.43.856	Divulging Confidential Investigative Information Pertaining to Organized Crime	B	Felony - Low	1
46.61.502(6)	Driving while under the Influence of Intoxicating Liquor or any Drug	B	Felony - Low	1
29A.84.270	Duplication of Name – Conspiracy to Mislead	B	Felony - Low	1
29A.84.320	Duplication of Names on Declaration of Candidacy	B	Felony - Low	1
43.08.140	Embezzlement by State Treasurer	B	Felony - Low	1
61.34.030	Equity Skimming	B	Felony - Low	1
9.68.060	Erotic Material (Third or Subsequent Offense)	B	Felony - Low	1
48.06.190	Exhibiting False Accounts of Insurer	B	Felony - Low	1
9A.82.020	Extortionate Extension of Credit	B	Felony - Low	1
9A.82.040	Extortionate Means to Collect Extensions of Credit	B	Felony - Low	1
19.25.040(2)(a)	Failure to Disclose Origin of Certain Recordings (at least 100 Recordings or Subsequent Conviction)	B	Felony - Low	1
9A.44.132(1)(b)	Failure to Register as a Sex Offender (Third or Subsequent Violation Committed on or after 6/10/2010)	B	Felony - Low	1
74.08.100	False Age and Residency Public Assistance	B	Felony - Low	1
9.24.050	False Report of Corporation	B	Felony - Low	1
9A.84.040(2)(a)	False Reporting 1	B	Felony - Low	1
41.26.062	False Statements or Records to Defraud Law Enforcement Officers and Firefighters Retirement System	B	Felony - Low	1
41.32.055(1)	False Statements or Records to Defraud Teachers Retirement System	B	Felony - Low	1
46.12.750(1)	False Statements, Illegal Transfers, Alterations or Forgeries of Vehicle Title	B	Felony - Low	1
74.08.055(2)	False Verification for Welfare	B	Felony - Low	1
69.41.020	Forged Prescription - Legend Drug	B	Felony - Low	1
76.36.120	Forgery of Forest Product Mark	B	Felony - Low	1
65.12.760	Forgery of Registrar's Signature or Seal	B	Felony - Low	1
82.24.100	Forgery or Counterfeit Cigarette Tax Stamp	B	Felony - Low	1
19.100.210	Franchise Investment Protection Violation	B	Felony - Low	1

9.45.124	Fraud in Measurement of Goods	B	Felony - Low	1
67.24.010	Fraud in Sporting Contest	B	Felony - Low	1
9.45.270(3)	Fraudulent Filing of Vehicle Report of Sale (Value Exceeds $1,500)	B	Felony - Low	1
9.24.020	Fraudulent Issue of Stock, Scrip, etc.	B	Felony - Low	1
48.102.160(3)	Fraudulent Life Insurance Settlement	B	Felony - Low	1
9.46.160	Gambling without License	B	Felony - Low	1
9.46.039	Greyhound Racing	B	Felony - Low	1
9.94.030	Holding Hostages or Interfering with Officer's Duty	B	Felony - Low	1
69.41.040	Illegal Issuance of Legend Drug Prescription	B	Felony - Low	1
19.146.235(9)	Impairing Mortgage Broker Investigation	B	Felony - Low	1
9.45.126	Inducing Fraud in Measurement of Goods	B	Felony - Low	1
40.16.020	Injury to and Misappropriation of Public Record by Officer	B	Felony - Low	1
88.08.050(1)	Injury to Lighthouses or United States Light	B	Felony - Low	1
9.24.030	Insolvent Bank Receiving Deposit	B	Felony - Low	1
48.06.030	Insurance Solicitation Permit Violation	B	Felony - Low	1
69.25.155(2)	Interference with Person Performing Official Duties with a Deadly Weapon	B	Felony - Low	1
9A.72.160	Intimidating a Judge	B	Felony - Low	1
9A.72.130	Intimidating a Juror	B	Felony - Low	1
9A.76.180	Intimidating a Public Servant	B	Felony - Low	1
9A.72.110	Intimidating a Witness	B	Felony - Low	1
9A.82.060(1)(b)	Leading Organized Crime - Inciting Criminal Profiteering	B	Felony - Low	1
30A.12.120	Loan to Officer or Employee from Trust Fund	B	Felony - Low	1
67.70.130	Lottery Fraud	B	Felony - Low	1
81.60.070	Malicious Injury to Railroad Property	B	Felony - Low	1
9A.48.070	Malicious Mischief 1	B	Felony - Low	1
70.74.270(3)	Malicious Placement of an Explosive 3	B	Felony - Low	1
69.50.401(2)(b)	Manufacture Methamphetamine	B	Felony - Low	1
69.50.401(2)(b)	Manufacture, Deliver or Possess with Intent to Deliver · Amphetamine	B	Felony - Low	1
69.50.401(2)(a)	Manufacture, Deliver or Possess with Intent to Deliver · Narcotics from Schedule I or II or Flunitrazepam from Schedule IV	B	Felony - Low	1
82.24.570(3)	Manufacture, Sell or Possess Counterfeit Cigarettes (Subsequent Violation)	B	Felony - Low	1
9.68A.053(2)	Minor Dealing in Depictions of Another Minor Twelve Years or Younger Engaged in Sexually Explicit Conduct 1	B	Felony - Low	1
9.68A.053(3)	Minor Dealing in Depictions of Another Minor Twelve Years or Younger Engaged in Sexually Explicit Conduct 2	B	Felony - Low	1
9.68A.053(4)	Minor Financing or Selling Depictions of Another Minor Engaged in Sexually Explicit Conduct	B	Felony - Low	1
42.20.070	Misappropriating and Falsifying Accounts by Public Officer	B	Felony - Low	1
9A.83.020	Money Laundering	B	Felony - Low	1
19.144.080	Mortgage Fraud	B	Felony - Low	1
32.04.110	Mutual Savings Bank - Conceal or Destroy Evidence	B	Felony - Low	1
32.04.100	Mutual Savings Bank - Falsify Savings Book, Document or Statement	B	Felony - Low	1
32.24.080	Mutual Savings Bank - Transfer Bank Assets after Insolvency	B	Felony - Low	1

46.37.674	Negligently Causing Substantial Bodily Harm by Use of a Signal Preemption Device	B	Felony - Low	1
9A.56.350(2)	Organized Retail Theft 1	B	Felony - Low	1
69.50.406(2)	Over 18 and Deliver Narcotic from Schedule III, IV or V, or a Nonnarcotic, Except Flunitrazepam or Methamphetamine, from Schedule I-V to Someone under 18 and 3 Years Junior	B	Felony - Low	1
9A.72.020	Perjury 1	B	Felony - Low	1
69.40.030	Placing Poison or other Harmful Object or Substance in Food, Drinks, Medicine or Water	B	Felony - Low	1
9A.56.310	Possession of a Stolen Firearm	B	Felony - Low	1
9A.56.068	Possession of a Stolen Vehicle	B	Felony - Low	1
69.50.440	Possession of Ephedrine, Pseudoephedrine or Anhydrous Ammonia with Intent to Manufacture Methamphetamine	B	Felony - Low	1
9.40.120	Possession of Incendiary Device	B	Felony - Low	1
9A.56.150	Possession of Stolen Property 1 (other than Firearm or Motor Vehicle)	B	Felony - Low	1
9.94.040(1)	Possession of Weapons by Prisoners (State Facility)	B	Felony - Low	1
9.94.043	Possession of Weapons in Prison by Non-prisoner	B	Felony - Low	1
9.94.010	Prison Riot	B	Felony - Low	1
9.46.220	Professional Gambling 1	B	Felony - Low	1
19.110.075(2)	Registration Knowingly not Obtained Prior to Sale of Business Opportunity (Violation of RCW 19.110.050)	B	Felony - Low	1
9A.76.070(2)(a)	Rendering Criminal Assistance 1	B	Felony - Low	1
19.25.020(2)(a)	Reproduction of Sound Recording without Consent of Owner - Recording Fixed before 2/15/1972 (at least 1,000 Recordings or Subsequent Conviction)	B	Felony - Low	1
9A.56.360(2)	Retail Theft with Special Circumstances 1	B	Felony - Low	1
69.41.030(2)(a)	Sale, Delivery or Possession with Intent to Sell Legend Drug without Prescription	B	Felony - Low	1
21.20.400	Securities Act Violation	B	Felony - Low	1
48.160.080	Sells Guaranteed Asset Protection Waivers without Registration	B	Felony - Low	1
30B.12.050	State Trust Company – False Entry, Conceal or Destroy Records	B	Felony - Low	1
30B.44B.110(2)	State Trust Company – Transfer of Assets	B	Felony - Low	1
9.45.020	Substitution of Child	B	Felony - Low	1
9.40.105	Tampering with Fire Alarm, Emergency Signal, or Fire-fighting Equipment with Intent to Commit Arson	B	Felony - Low	1
88.08.020	Tampering with Lights or Signals	B	Felony - Low	1
9A.56.030	Theft 1 (Excluding Firearm and Motor Vehicle)	B	Felony - Low	1
9A.56.400(1)	Theft from a Vulnerable Adult 1	B	Felony - Low	1
9A.56.300	Theft of a Firearm	B	Felony - Low	1
9A.56.065	Theft of a Motor Vehicle	B	Felony - Low	1
9A.56.080	Theft of Livestock 1	B	Felony - Low	1
9A.56.096(5)(a)	Theft of Rental, Leased, Lease-purchased or Loaned Property (Valued at $5,000 or more)	B	Felony - Low	1
9A.56.340(2)	Theft with Intent to Resell 1	B	Felony - Low	1
9.61.160	Threats to Bomb	B	Felony - Low	1
48.17.063	Transaction of Insurance Business Beyond the Scope of Licensure (Violation of RCW 48.17.060)	B	Felony - Low	1

70A.300.100(1)(a)	Transport, Disposal or Export of Hazardous Waste that Places Another Person in Danger of Injury or Death	B	Felony - Low	1
39.62.040	Unauthorized Use of Public Official Facsimile Signature or Seal	B	Felony - Low	1
69.43.070(1)	Unlawful Delivery of Precursor Drug with Intent to	B	Felony - Low	1
9A.56.290(4)(b)	Unlawful Factoring of a Credit or Payment Card Transaction (Subsequent Violation)	B	Felony - Low	1
9.41.040(1)	Unlawful Possession of a Firearm 1	B	Felony - Low	1
69.43.070(2)	Unlawful Receipt of Precursor Drug with Intent to Use	B	Felony - Low	1
77.15.260(3)(b)	Unlawful Trafficking in Fish, Shellfish or Wildlife 1	B	Felony - Low	1
48.44.016(3)	Unlawful Transaction of Health Coverage as Health Care Service Contractor	B	Felony - Low	1
48.46.033(3)	Unlawful Transaction of Health Coverage as Health Maintenance Organization	B	Felony - Low	1
48.15.023(3)	Unlawful Transaction of Insurance Business	B	Felony - Low	1
19.310.120	Unlawfully Engaging in Business as an Exchange Facilitator (RCW 19.310.100(1)-(9))	B	Felony - Low	1
48.102.160(4)	Unlicensed Life Insurance Provider	B	Felony - Low	1
67.70.140	Unlicensed Lottery Activity	B	Felony - Low	1
48.17.060(3)	Unlicensed Practice as a Crop Adjuster	B	Felony - Low	1
48.17.063(2)	Unlicensed Practice as an Insurance Professional	B	Felony - Low	1
48.102.160(5)	Unlicensed Settlement Broker	B	Felony - Low	1
9.26A.115	Use of Fraudulent Telecommunication Services	B	Felony - Low	1
9A.82.080(1),(2)	Use of Proceeds of Criminal Profiteering	B	Felony - Low	1
19.25.030(2)(a)	Use of Recording of Live Performance without Consent of Owner (at least 1,000 Recordings or at	B	Felony - Low	1
19.144.100(1)	Use or Investment of Proceeds from Mortgage Fraud Activities	B	Felony - Low	1
46.61.522(1)(c)	Vehicular Assault - Disregard for the Safety of Others	B	Felony - Low	1
29A.84.240(1)	Violations by Signers – Recall Petition with False	B	Felony - Low	1
9A.76.170(3)(a)	Bail Jumping with Murder 1	A	Felony - Low	1
70.245.200(2)	Coerce Patient to Request Life-ending Medication	A	Felony - Low	1
70.245.200(1)	Forging Request for Medication	A	Felony - Low	1
69.50.406(1)	Over 18 and Deliver Heroin, Methamphetamine, a Narcotic from Schedule I or II, or Flunitrazepam from Schedule IV to Someone under 18	A	Felony - Low	1
9A.76.115	Sexually Violent Predator Escape	A	Felony - Low	1
9.41.225	Use of a Machine Gun or Bump-fire Stock in Commission of a Felony	A	Felony - Low	1
51.48.020(2)	False Information in Industrial Insurance Claim (Charged as Theft)		Felony - Low	1
65.12.740	False Swearing - Registration of Land Title (Charged as Perjury)		Felony - Low	1
65.12.730	Unlawful Stealing or Carrying Away Certification of Land Registration (Charged as Theft)		Felony - Low	1
9A.36.031(1)(h)	Assault 3 of a Peace Officer with a Projectile Stun	C	Felony - Mid	1.5
9A.36.041(3)	Assault 4 (Third Domestic Violence Offense)	C	Felony - Mid	1.5
9.46.1961	Cheating 1	C	Felony - Mid	1.5
7.105.450, 10.99.040, 10.99.050, 26.26B.050, or 26.52.070	Domestic Violence Court Order Violation	C	Felony - Mid	1.5
9A.36.080	Hate Crime Offense	C	Felony - Mid	1.5
46.52.020(4)(b)	Hit and Run - Injury	C	Felony - Mid	1.5
79A.60.200(3)	Hit and Run with Vessel - Injury Accident	C	Felony - Mid	1.5

9.94.070	Persistent Prison Misbehavior	C	Felony - Mid	1.5
9A.48.030	Arson 2	B	Felony - Mid	1.5
9A.36.021(2)(a)	Assault 2	B	Felony - Mid	1.5
79A.60.060	Assault by Watercraft	B	Felony - Mid	1.5
9A.72.100	Bribe Received by Witness	B	Felony - Mid	1.5
9A.72.090	Bribing a Witness	B	Felony - Mid	1.5
9A.68.060	Commercial Bribery	B	Felony - Mid	1.5
9A.36.045	Drive-by Shooting	B	Felony - Mid	1.5
9A.42.100	Endangerment with a Controlled Substance	B	Felony - Mid	1.5
9A.76.110	Escape 1	B	Felony - Mid	1.5
9A.56.120	Extortion 1	B	Felony - Mid	1.5
9.35.020(2)	Identity Theft 1	B	Felony - Mid	1.5
9A.76.140	Introducing Contraband 1	B	Felony - Mid	1.5
9A.40.030(3)(a)	Kidnapping 2	B	Felony - Mid	1.5
70.74.280(3)	Malicious Explosion of a Substance 3	B	Felony - Mid	1.5
70.74.270(2)	Malicious Placement of an Explosive 2	B	Felony - Mid	1.5
9A.52.025	Residential Burglary	B	Felony - Mid	1.5
9A.56.210	Robbery 2	B	Felony - Mid	1.5
9A.46.110	Stalking	B	Felony - Mid	1.5
9A.56.070	Taking Motor Vehicle without Permission 1	B	Felony - Mid	1.5
46.61.522(1)(a-b)	Vehicular Assault – in a Reckless Manner or while under the Influence of Intoxicating Liquor or any Drug	B	Felony - Mid	1.5
9A.28.020(3)(a)	Arson 1 – Criminal Attempt	A	Felony - Mid	1.5
9A.28.030(2)	Arson 1 – Criminal Solicitation	A	Felony - Mid	1.5
9A.52.020	Burglary 1	A	Felony - Mid	1.5
70.74.180	Explosive Devices Prohibited	A	Felony - Mid	1.5
9.82.010	Treason	A	Felony - Mid	1.5
9A.44.089	Child Molestation 3	C	Felony - Sex Low	3
9A.44.170	Custodial Sexual Misconduct 2	C	Felony - Sex Low	3
9A.64.020(2)	Incest 2	C	Felony - Sex Low	3
9A.88.010(2)(c)	Indecent Exposure to a Person Age 14 or Older (Subsequent Conviction or has Prior Sex Offense Conviction)	C	Felony - Sex Low	3
9A.44.060	Rape 3	C	Felony - Sex Low	3
9A.44.079	Rape of a Child 3	C	Felony - Sex Low	3
9A.44.093	Sexual Misconduct with a Minor 1	C	Felony - Sex Low	3
9A.44.105	Sexually Violating Human Remains	C	Felony - Sex Low	3
9A.44.115	Voyeurism 1	C	Felony - Sex Low	3
9A.42.060	Abandonment of Dependent Person 1	B	Felony - High	3
9A.36.130	Assault of a Child 2	B	Felony - High	3
9A.42.020	Criminal Mistreatment 1	B	Felony - High	3
9A.44.100(1)(d-f)	Indecent Liberties - without Forcible Compulsion	B	Felony - Sex Low	3
70.74.272(1)(a)	Malicious Placement of an Imitation Device 1	B	Felony - High	3
9A.82.050	Trafficking in Stolen Property 1	B	Felony - High	3
9A.48.020	Arson 1	A	Felony - High	3
9A.36.011	Assault 1	A	Felony - High	3
9A.36.120	Assault of a Child 1	A	Felony - High	3
9A.40.020	Kidnapping 1	A	Felony - High	3
9A.82.060(1)(a)	Leading Organized Crime – Organizing Criminal Profiteering	A	Felony - High	3
70.74.280(1)	Malicious Explosion of a Substance 1	A	Felony - High	3
70.74.280(2)	Malicious Explosion of a Substance 2	A	Felony - High	3
70.74.270(1)	Malicious Placement of an Explosive 1	A	Felony - High	3
9A.56.200	Robbery 1	A	Felony - High	3
9A.40.100(1)	Trafficking 1	A	Felony - High	3

9A.40.100(3)	Trafficking 2	A	Felony - High	3
9.68A.090(2)	Communication with Minor for Immoral Purposes (Subsequent Violation or Prior Sex Offense Conviction)	C	Felony - Sex	5
9A.88.010(2)(c)	Indecent Exposure to a Person under Age 14 (Subsequent Sex Offense)	C	Felony - Sex	5
9.68A.075(2)	Viewing Depictions of Minor Engaged in Sexually Explicit Conduct 2 (Effective 6/10/2010)	C	Felony - Sex	5
9A.44.086	Child Molestation 2	B	Felony - Sex	5
9.68A.100	Commercial Sexual Abuse of a Minor	B	Felony - Sex	5
9A.44.160	Custodial Sexual Misconduct 1	B	Felony - Sex	5
9.68A.050(1)	Dealing in Depictions of Minor Engaged in Sexually Explicit Conduct 1	B	Felony - Sex	5
9.68A.050(2)	Dealing in Depictions of Minor Engaged in Sexually	B	Felony - Sex	5
9A.64.020(1)	Incest 1	B	Felony - Sex	5
9A.44.100(1)(b-c)	Indecent Liberties - without Forcible Compulsion	B	Felony - Sex	5
9.68A.070(1)	Possession of Depictions of Minor Engaged in Sexually Explicit Conduct 1	B	Felony - Sex	5
9.68A.070(2)	Possession of Depictions of Minor Engaged in Sexually Explicit Conduct 2	B	Felony - Sex	5
9A.88.070	Promoting Prostitution 1	B	Felony - Sex	5
9.68A.060(1)	Sending, Bringing into the State Depictions of Minor Engaged in Sexually Explicit Conduct 1	B	Felony - Sex	5
9.68A.060(2)	Sending, Bringing into the State Depictions of Minor Engaged in Sexually Explicit Conduct 2	B	Felony - Sex	5
9.68A.040	Sexual Exploitation of a Minor	B	Felony - Sex	5
9.68A.075(1)	Viewing Depictions of Minor Engaged in Sexually Explicit Conduct 1 (Effective 6/10/2010)	B	Felony - Sex	5
9A.36.021(2)(b)	Assault 2 with a Finding of Sexual Motivation	A	Felony - Sex	5
9A.28.030(2)	Child Molestation 1 – Criminal Solicitation	A	Felony - Sex	5
9A.40.030(3)(b)	Kidnapping 2 with a Finding of Sexual Motivation	A	Felony Sex	5
9.68A.101	Promoting Commercial Sexual Abuse of a Minor	A	Felony - Sex	5
9A.40.100(1)(a)(i)(III-IV), or (1)(a)(ii)-(b)(ii)	Trafficking 1	A	Felony - Sex	5
9A.44.083	Child Molestation 1	A	Felony - Sex High	6
9A.28.020(3)(a)	Child Molestation 1 – Criminal Attempt	A	Felony - Sex High	6
9A.44.100(1)(a)	Indecent Liberties - with Forcible Compulsion	A	Felony - Sex High	6
9A.28.020(3)(a)	Indecent Liberties - with Forcible Compulsion – Criminal Attempt	A	Felony - Sex High	6
9A.28.030(2)	Indecent Liberties - with Forcible Compulsion – Criminal Solicitation	A	Felony - Sex High	6
9A.44.040	Rape 1	A	Felony - Sex High	6
9A.28.020(3)(a)	Rape 1 – Criminal Attempt	A	Felony - Sex High	6
9A.28.030(2)	Rape 1 – Criminal Solicitation	A	Felony - Sex High	6
9A.44.050	Rape 2	A	Felony - Sex High	6
9A.28.020(3)(a)	Rape 2 – Criminal Attempt	A	Felony - Sex High	6
9A.28.030(2)	Rape 2 – Criminal Solicitation	A	Felony - Sex High	6
9A.44.073	Rape of a Child 1	A	Felony - Sex High	6
9A.28.020(3)(a)	Rape of a Child 1 – Criminal Attempt	A	Felony - Sex High	6
9A.28.030(2)	Rape of a Child 1 – Criminal Solicitation	A	Felony - Sex High	6
9A.44.076	Rape of a Child 2	A	Felony - Sex High	6
9A.28.020(3)(a)	Rape of a Child 2 – Criminal Attempt	A	Felony - Sex High	6
9A.28.030(2)	Rape of a Child 2 – Criminal Solicitation	A	Felony - Sex High	6
9A.40.100(3)	Trafficking 2 (if a sex act is alleged)	A	Felony - Sex High	6
69.50.415	Controlled Substance Homicide	B	Felony - Murder	7
46.52.020(4)(a)	Hit and Run - Death	B	Felony - Murder	7

9A.32.070	Manslaughter 2	B	Felony - Murder	7
46.37.675	Negligently Causing Death by Use of a Signal Preemption Device	B	Felony - Murder	7
10.95.020	Aggravated Murder 1	A	Felony - Murder	7
9A.32.055	Homicide by Abuse	A	Felony - Murder	7
79A.60.050(1)(c)	Homicide by Watercraft - Disregard for the Safety of Others	A	Felony - Murder	7
79A.60.050(1)(b)	Homicide by Watercraft – in a Reckless Manner	A	Felony - Murder	7
79A.60.050(1)(a)	Homicide by Watercraft – while under the Influence of Intoxicating Liquor or any Drug	A	Felony - Murder	7
9A.32.060	Manslaughter 1	A	Felony - Murder	7
9A.32.030	Murder 1	A	Felony - Murder	7
9A.28.020(3)(a)	Murder 1 – Criminal Attempt	A	Felony - Murder	7
9A.28.040(3)(a)	Murder 1 - Criminal Conspiracy	A	Felony - Murder	7
9A.28.030(2)	Murder 1 – Criminal Solicitation	A	Felony - Murder	7
9A.32.050	Murder 2	A	Felony - Murder	7
9A.28.020(3)(a)	Murder 2 – Criminal Attempt	A	Felony - Murder	7
9A.28.030(2)	Murder 2 – Criminal Solicitation	A	Felony - Murder	7
46.61.520(1)(c)	Vehicular Homicide - Disregard for the Safety of Others	A	Felony - Murder	7
46.61.520(1)(b)	Vehicular Homicide – in a Reckless Manner	A	Felony - Murder	7
46.61.520(1)(a)	Vehicular Homicide – while under the Influence of Intoxicating Liquor or any Drug	A	Felony - Murder	7
9.94A.575	Life Without Parole - Any "third strike" or final offense where a life sentence could be imposed	A	Felony - LWOP	8

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: WSBA Board of Governors Governance Committee
Governor Kevin Fay, Governance Committee Chair

DATE: December 23, 2025

RE: Amendments to WSBA Bylaws, Art. IV.D and Board of Governors Conflict of Interest Policy

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SECOND READ: Second read of amendments proposed by the Governance Committee to WSBA Bylaws, Art. IV.D, addressing political activity by WSBA governors and officers, and the Board's Conflict of Interest Policy.

The WSBA Board of Governors considered revisions proposed for first read by the Governance Committee to Article IV.D of the WSBA Bylaws, pertaining to political activity, and the Board Conflict of Interest Policy. The Governance Committee considered the insights offered by the BOG and made several modifications to incorporate the BOG's input.

With respect to the recommended changes to the Bylaw provisions addressing political activity, BOG members noted that additional clarity would be helpful to understand when BOG members must make disclaimers when participating in the political process. The Governance Committee, therefore, added language to make clear that Governors and officers should be making disclaimers in situations where it is necessary to remedy any appearance that they are acting in their Bar capacities. In addition, BOG members noted that applying the limitations on use of Bar communication materials to all Bar intellectual property may be broader than necessary to protect Bar interests. Accordingly, the Governance Committee has replaced the reference to intellectual property with Bar "branding material." This term, which would include items such as WSBA-branded powerpoint or memo templates, section logos, or WSBA zoom backgrounds, appears to fit more closely with the intent of proposed new Article IV.D.3.

With these modifications, the Governance Committee respectfully proposes the attached Bylaw and policy revisions for second read.

WSBA RISK ANALYSIS: *This section is to be completed by the Office of General Counsel, with input from the proposing entity or individual.*

WSBA FISCAL ANALYSIS: *This section is to be completed by the Finance Department, with input from the proposing entity or individual.*

The fiscal analysis provided (included below) in the November 7, 2025 Board of Governors meeting materials for this request remains unchanged.

Original Fiscal Analysis:
The fiscal impact to WSBA resulting from the proposed amendments are limited to the amount of staff time used to draft proposed language, incorporate the approved changes to relevant records, and communication of changes to stakeholders. The staff time that would be allocated to this work is included in the overall duties of existing WSBA staff and would not require additional staff or allocation of resources from other internal sources.

WSBA EQUITY ANALYSIS: *This section is to be completed by the Equity and Justice Team, with input from the proposing entity or individual.*

The equity analysis provided (included below) in the November 7, 2025 Board of Governors meeting materials for this request remains unchanged.

Original Equity Analysis:
The purpose of the equity analyses is to understand how entities incorporated an equity lens into proposed action items. Applying an equity lens can include identifying and centering those most impacted by the proposed actions and a demonstration of due diligence to mitigate unintended consequences. It is unclear from the provided materials how an equity lens was applied in the development of these policies.

The changes related to the political activity of individual governors and officers will clarify what political activities are considered permissible, which do not appear to present any equity concerns.

It is unclear whether the committee conducted research about effective, fair, and ethical multiple interest policies on nonprofit boards in the development of the proposed policy. The proposed changes note the potential for nuanced instances in which board members or officers hold loyalties to other organizations, something that is common with boards for nonprofit organizations and quasi-governmental agencies, but it's unclear how these issues will be handled or resolved within the policy. These may be clarified with subsequent work to update the proposed bylaws, and the BOG may benefit from researching and developing hypothetical scenarios for these types of conflicts of interest.

Attachments
Suggested amendments to WSBA Bylaws, Art. IV.D, mark up
Suggested amendments to WSBA Bylaws, Art. IV.D, clean copy
Suggested WSBA Bylaws, Art. IV.F, Conflicts of Interest
Suggested amendments to Board of Governors Conflict of Interest Policy, mark up
Suggested amendments to Board of Governors Conflict of Interest Policy, clean copy

SUGGESTED AMENDMENTS TO WSBA Bylaws Art. IV.D

IV. GOVERNANCE

A. – C. [Unchanged]

D. POLITICAL ACTIVITY

1. Board of Governors

a. The BOG acting as a board must not publicly support or oppose, in any election, any candidate for public office.

b. The BOG acting as a board must not take a side or position publicly or authorize any officer or the Executive Director to take a side or position publicly on any issue being submitted to the voters or pending before the legislature, unless the matter is considered in public session at a meeting of the BOG with advance notice to the Bar's membership, and the following requirements are met:

1) The BOG first votes to determine whether the issue is within the scope of GR 12.~~1~~2; and

2) If the BOG determines that the matter is within the scope of GR 12.~~1~~2, then the BOG will vote to determine what position, if any, to adopt on the issue.

c. The restriction applies fully to prohibit:

1) the use of the name or logo of the Bar;

2) the contribution of funds, facility use, or Bar staff time; and

3) participation or support to any degree in the candidate's campaign, or the campaign on either side of the issue.

d. The restriction does not apply to matters that are exclusively related to the administration of the Bar's functions or to any issue put to a vote of the Bar's membership.

Notice of any BOG position or authorization to the President or Executive Director to take a position must be published on the Bar's website as soon as possible after the meeting at which the final action is taken.

2. ~~President and President-elect~~

~~The President and President-elect must not publicly support or oppose, in an election, any candidate for public office. This restriction applies fully to prohibit:~~

~~a. the use of the President's and President-elect's name,~~

~~b. the contribution of funds, or~~

~~c. participation or support to any degree in the candidate's campaign.~~

~~Further, the President and President-elect must not take a side publicly on any issue being submitted to the voters, pending before the legislature or otherwise in the public domain except when specifically authorized or instructed by the BOG to do so on a matter relating to the function or purposes of the Bar.~~

~~3.~~ Governors~~, other~~and Officers~~, and Executive Director~~

~~Governors, other officers, and the Executive Director must not publicly support or oppose, in an election, any candidate for public elective office in the State of Washington the prerequisites for which include being an attorney, except where the candidate is a member of that person's immediate family. This restriction applies fully to prohibit:~~

~~a. the use of the Governor's, officer's, or Executive Director's name,~~

~~b. the contribution of funds, or~~

~~c. participation or support to any degree in the candidate's campaign.~~

~~The term "immediate family" as used in this Article includes a sibling, parent, spouse, domestic partner, child and the child of a spouse or domestic partner.~~

~~4. Other~~

Governors and officers of the Bar have constitutional rights to speak and participate in political activity in their individual capacities. However, ~~i~~If any ~~officer,~~ Governor or officer~~, or the Executive Director~~ supports or opposes any candidate for public office or any issue being submitted to the voters, pending before the legislature, or otherwise in the public domain~~as permitted in this Article~~, ~~then~~ that person must not state or imply that ~~he or she is~~ they are acting on behalf of the Bar in ~~his or her~~their capacity as ~~officer,~~a Governor or officer ~~Executive Director~~ of the Bar unless specifically authorized to do so by the BOG, making appropriate disclaimers when needed to remedy any appearance that a Governor or officer is acting in their Bar capacity.

~~5~~3. Letterhead and Communications

~~Use of~~ The Bar's letterhead, logos, artwork, and other branding material may be used only for ~~limited to~~ official business of the Bar and ~~specifically~~ must not be used for personal or charitable purposes, ~~or~~ in connection with any political campaign, ~~or~~ to support or oppose any political candidate, ~~. Bar letterhead~~ or ~~must not be used~~ to support or oppose any public issue unless the BOG has taken a position on the issue.

SUGGESTED AMENDMENTS TO WSBA Bylaws Art. IV.D

IV. GOVERNANCE

A. – C. [Unchanged]

D. POLITICAL ACTIVITY

1. Board of Governors

a. The BOG acting as a board must not publicly support or oppose, in any election, any candidate for public office.

b. The BOG acting as a board must not take a side or position publicly or authorize any officer or the Executive Director to take a side or position publicly on any issue being submitted to the voters or pending before the legislature, unless the matter is considered in public session at a meeting of the BOG with advance notice to the Bar's membership, and the following requirements are met:

1) The BOG first votes to determine whether the issue is within the scope of GR 12.2; and

2) If the BOG determines that the matter is within the scope of GR 12.2, then the BOG will vote to determine what position, if any, to adopt on the issue.

c. The restriction applies fully to prohibit:

1) the use of the name or logo of the Bar;

2) the contribution of funds, facility use, or Bar staff time; and

3) participation or support to any degree in the candidate's campaign, or the campaign on either side of the issue.

d. The restriction does not apply to matters that are exclusively related to the administration of the Bar's functions or to any issue put to a vote of the Bar's membership.

Notice of any BOG position or authorization to the President or Executive Director to take a position must be published on the Bar's website as soon as possible after the meeting at which the final action is taken.

2. Governors and Officers

Governors and officers of the Bar have constitutional rights to speak and participate in political activity in their individual capacities. However, if any Governor or officer supports or opposes any candidate for public office or any issue being submitted to the voters, pending before the legislature, or otherwise in the public domain, that person must not state or imply that they are acting on behalf of the Bar in their capacity as a Governor or officer of the Bar unless specifically authorized to do so by the BOG, making appropriate disclaimers when needed to remedy any appearance that a Governor or officer is acting in their Bar capacity.

3. Letterhead and Communications

The Bar's letterhead, logos, artwork, and other branding material may be used only for official business of the Bar and must not be used for personal or charitable purposes, in connection with any political campaign, to support or oppose any political candidate, or to support or oppose any public issue unless the BOG has taken a position on the issue.

WASHINGTON STATE
BAR ASSOCIATION

TO: WSBA Board of Governors

CC: Terra Nevitt, Executive Director

FROM: Jeanne Marie Clavere, Senior Professional Responsibility Counsel

Mark Fucile, Chair, Committee on Professional Ethics

DATE: November 21, 2025

RE: Committee on Professional Ethics—New Advisory Opinion on Language Access—For Information Only

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Committee on Professional Ethics New Advisory Opinion on Language Access that addresses the professional and ethical responsibilities of attorneys to ensure that clients with limited English proficiency (LEP) can meaningfully participate in legal representation and proceedings. —For Information Only

INFORMATION ONLY: This is a new Advisory Opinion 2026-XX that addresses both the ethical responsibilities of attorneys with respect to language access issues and to provide tips on both interpretation and translation and to also ensure that clients with limited English proficiency (LEP) can meaningfully participate in legal representation and proceedings.

The RPCs that are contained in this advisory opinion are: 1.1, 1.2(a), 1.4(a) & (b), 1.6(a), 1.16(a)(1), 2.1, 5.3.

The subcommittee is composed of Michele Carney, Amber Bevacqua-Lynott and Sara Ayoubi. This subcommittee drafted this opinion to assist attorneys in a changing landscape where technology is becoming more advanced, but language barriers still exist. This advisory opinion lays out the relevant ethical rules but also provides concrete examples of how attorneys can work competently with interpreters and translators.

Stakeholders

The subcommittee reached out to several stakeholders including Washington Supreme Court Interpreter and Language Access Commission, Governor's office and language access, Washington state coalition for language access, Northwest Justice Project, One America, American Immigration Lawyers Association, WSBA Legal Technology Task Force, Law Schools in Washington (Gonzaga, Seattle University and University of Washington, WSBA LLLT board and the WSBA LPO board).

We received comments back from Professor Gillian Dutton at Seattle University School of Law. Most of Professor Dutton's comments were incorporated into the draft as they were very practical. We also received email from Jenny Durkan, who is the chair of the WSBA Legal Technology Task Force, who suggested incorporating additional emerging issues with AI.

Approval by CPE

The Committee on Professional Ethics (CPE) approved this advisory opinion at the October 10, 2025, meeting.

Conclusion

We are requesting that the BOG approve this advisory opinion for publication. This opinion will be very helpful to not only attorneys in firms but the non-profit community as well.

Attachment
WSBA Ethics Advisory Opinion

2026XX

Language Access Issues for Lawyers

RPC(s): 1.1, 1.2(a), 1.4(a) & (b), 1.6(a), 1.16(a)(1), 2.1, 5.3

Summary*: This opinion discusses how a lawyer's duties of professional competence and timely and accurate communication with a client are impacted when the client is unable to communicate with the lawyer, or has limited proficiency, due to language or other communication barriers. Open, accurate, and confidential communication between a lawyer and their client is at the heart of the relationship, and a prerequisite to being able to provide competent representation. A lawyer who cannot clearly communicate with a client cannot learn the client's objectives, discuss options with the client, obtain informed consent from the client, or otherwise competently represent the client.*

Accordingly, lawyers have an ethical duty to make reasonable use of qualified interpreters, translators, or other translation services to bridge any language gaps with clients who are unable to fully communicate with the lawyer due to communication barriers. In utilizing these services, the lawyer also has an ethical duty to be careful to preserve client confidences, including reasonable oversight of any translator or interpreter.

Issues Presented:

Lawyers often opt to utilize translation or interpretation services to assist in client understanding or communication, but to what extent are such services required to comply with the lawyer's ethical obligations?

1. What rules and considerations are triggered by a client who does not communicate proficiently through standard English conversation and/or written correspondence (*e.g.,* emails)?

2. Is a lawyer required to decline or withdraw from representation in the absence of providing a qualified interpreter or translator in all instances?

3. What suggestions are available to assist lawyers evaluate whether they can competently accommodate language barriers?

Short Answers:

1. In general, the lawyer needs to consider competency and confidentiality. Incumbent in both considerations is the need to manage, arrange for, ascertain the qualifications of the interpreter, and in whatever capacity required by the representation.

2. If a lawyer cannot competently communicate with a client, they are ordinarily required to decline or withdraw from the representation.

3. Below we provide several considerations and suggestions for working with interpreters and translators.

Discussion:

- ***Competency Considerations***

Communication barriers between lawyers and clients can present significant issues. Many clients in today's diverse and multicultural society are not proficient in the English language and will have difficulty communicating with counsel in written or spoken English. In addition, some individuals are unable to communicate in written and/or spoken English due to physical limitations, such as hearing and/or visual impairments. [n. 1]

Lawyers have an ethical duty to:

(1) ascertain the best language spoken and understood by each client, including sign language.

(2) make reasonable efforts to use an interpreter who communicates in that language; and

(3) ensure that the client can understand, and effectively communicate with, the interpreter.

Interpreters and translators are both dual language proficient individuals who help people communicate across languages, but they work with different mediums. Interpretation is the process of orally rendering communication from one language to another language, while translation is the preparation of a written text from one language into an equivalent form in another language. For purposes of this discussion, a lawyer's obligations regarding the use of an interpreter (oral) or translator (written) are the same.

RPC 1.1 requires, in relevant part:

> A lawyer shall provide competent representation to a client … [including] the … thoroughness and preparation reasonably necessary for the representation.

A lawyer who is unable to communicate with a client will be unable to learn the facts and circumstances of the client's legal problem sufficient to discharge that the lawyer's duty to be prepared.

RPC 1.2(a) mandates a lawyer to:

> [A]bide by a client's decisions concerning the objectives of representation and as required by RPC 1.4, [to] consult with the client as to the means by which they are to be pursued.

This will similarly be challenging, if direct communication is frustrated by language or physical barriers to communication. Rule 1.2(a) specifically references compliance with the requirements of RPC 1.4.

RPC 1.4 states, in pertinent part:

> (a) A lawyer shall:
>
> > (1) promptly inform the client of any decision or circumstance with respect to which the client's informed consent… is required by these Rules;
> >
> > (2) reasonably consult with the client about the means by which the client's objectives are to be accomplished;
> >
> > (3) keep the client reasonably informed about the status of the matter;
> >
> > (4) promptly comply with reasonable requests for information; and
> >
> > (5) consult with the client about any relevant limitation on the lawyer's conduct when the lawyer knows that the client expects assistance not permitted by the Rules of Professional Conduct or other law.
>
> (b) A lawyer shall explain a matter to the extent reasonably necessary to permit the client to make informed decisions regarding the representation.

A lawyer who cannot adequately communicate with a client is unable to discharge any of the lawyer's duties under this rule. A lawyer who is unable to communicate with a client cannot meaningfully consult with a client on the client's objectives and the means sufficient to fulfill the lawyer's obligations under this rule.

RPC 2.1 requires a lawyer, in part:

> [T]o render candid advice to clients [based upon the] law … [as well] as moral, economic, social and political factors, that may be relevant to the client's situation.

Again, the lawyer is likely unable to meaningfully convey candid advice if accurate communication is stymied. In fact, without adequate communication, the lawyer would likely be unable to know or fully appreciate the various considerations contemplated by RPC 1.2.

In light of the foregoing "Duties to Clients" set forth in the Washington Rules of Professional Conduct, the lawyer must take reasonable steps to ensure that the lawyer can communicate to

the fullest extent practicable in a reasonably effective manner regardless of whether the client shares a common language with the lawyer and/or has a physical condition that affects the client's ability to communicate (including limitations on the client's ability to hear or speak). Those steps may include a requirement that the lawyer engage the services of a qualified and impartial interpreter or translator to ensure the client and the lawyer are able to communicate effectively. If the lawyer chooses to engage machine interpretation or translation technology in lieu of human interpreters or translators, the lawyer must: determine the reliability and confidentiality of the technology; decide whether human review of the interpretation or translation is needed; disclose the use of the technology; and bear the risks of error associated with it. It is also important that the lawyer obtain the informed consent of the client prior to using any AI or machine technology for translation of documents.

Because of competency concerns, when possible, lawyers should make their best efforts to translate all documents or letters sent to the client *before* transmission. Under RPC 1.1, 1.2 and 1.4, lawyers have a duty to provide written or oral translation of any document whose contents are material to the case. Lawyers whose practice involves both frequently reused forms and clients who need assistance communicating should consider having those forms or documents translated into the lawyer's more commonly encountered client languages.

In the absence of utilizing such tools and resources to ensure compliance with the aforementioned duties, a lawyer must decline or withdraw from representing a client with communication and/or language barriers, making sure that doing so would not be a violation of any state or federal requirements.

RPC 1.16(a)(1) provides:

> [A] lawyer shall not represent a client or, where representation has commenced, shall, notwithstanding RCW 2.44.040, withdraw from the representation of a client if the representation will result in violation of the Rules of Professional Conduct or other law[.]

- ***Ancillary Duties to the Use of Translators & Interpreters***

When a lawyer elects to utilize translation and interpretation services, there are additional considerations under the Washington Rules of Professional Conduct. For example, maintaining client confidences is a critical obligation in the use of interpreters or translators.

RPC 1.6(a) states:

> A lawyer shall not reveal information relating to the representation of a client unless the client gives informed consent, the disclosure is impliedly authorized in order to carry out the representation or the disclosure is permitted by paragraph (b). [n. 2]

Per this rule, sharing information relating to the representation of a client with a translator or interpreter would require informed consent from the client (which would necessarily require the use of a translator or interpreter to obtain). The lawyer should also advise the client about possible loss of privilege if they use a third party (*i.e.*, not hired or employed by the lawyer) to interpret or translate documents that were sent to the client. Privilege is a similar but distinct concept under the evidentiary rules. While the scope of the attorney-client privilege is beyond the scope of this opinion, the use of a professional interpreter will generally not impact privilege. However, the use of other individuals may do so. [n. 3]

RPC 5.3 mandates:

> With respect to a nonlawyer employed or retained by or associated with a lawyer:
>
> > (a) a partner, and a lawyer who individually or together with other lawyers possesses comparable managerial authority in a law firm shall make reasonable efforts to ensure that the firm has in effect measures giving reasonable assurance that the person's conduct is compatible with the professional obligations of the lawyer;
> >
> > (b) a lawyer having direct supervisory authority over the nonlawyer shall make reasonable efforts to ensure that the person's conduct is compatible with the professional obligations of the lawyer; and
> >
> > (c) a lawyer shall be responsible for conduct of such a person that would be a violation of the Rules of Professional Conduct if engaged in by a lawyer if:
> >
> > > (1) the lawyer orders or, with the knowledge of the specific conduct, ratifies the conduct involved; or
> > >
> > > (2) the lawyer is a partner or has comparable managerial authority in the law firm in which the person is employed, or has direct supervisory authority over the person, and knows of the conduct at a time when its consequences can be avoided or mitigated but fails to take reasonable remedial action.

Because the lawyer typically will be using nonlawyer interpreters/translators or other similar services, it is incumbent on the lawyer to ensure that the individual or service facilitating communications between the lawyer and client is qualified to provide interpreter or translation services and agrees to protect all client confidences revealed during those communications. RPC 5.3, Comment [3].

In addition, lawyers should ensure that their nonlawyer staff members do not violate confidentiality or engage in the unauthorized practice of law by giving legal advice while interpreting or translating. This can be accomplished in several ways, including through proper training, as well as having the staff member sign a confidentiality statement.

Practical Considerations

It is the lawyer's affirmative duty to determine whether the lawyer can adequately communicate with the client. Once it is reasonably apparent that a language or other barrier prevents adequate communication, it is also the lawyer's duty to secure the services of a qualified interpreter, translator, or some other service to bridge the communication gap. In some circumstances, language lines, non-lawyer staff who are reasonably proficient in the client's language, or translation applications can suffice, particularly if the communication is less substantive in nature. For example, if the communication in question is simply to schedule an appointment, use of an application like an AI translator may suffice. However, it is the lawyer's duty to determine the accuracy and availability of the machine translation or interpretation, to research and be aware of the differences of machine interpretation and translation accuracy by language and dialect, and to ensure human review when it is not safe to rely on machine interpretation or translation. Examples of where human review may be required include summarization of client notes after a meeting, preparing declarations, preparing a client for a hearing or a trial, translating documents that will be submitted to a fact finder.

Complicated and substantive communications will require more accurate human interpretation and translation services. Lawyers who are explaining complicated legal concepts to clients must ensure that the interpreter or translator is both proficient in both languages involved and has the expertise to comprehend and communicate the legal concepts and terminology involved in a manner accessible to the client. In those instances, a lawyer may typically rely on a professional interpreter's or translator's certification by a professional association or court system. However, using certified interpreters and translators can sometimes be cost-prohibitive for the lawyer and client. Non- certified interpreters and translators may also be competent to serve this role, but lawyers must be careful to both evaluate their competence and be aware of potential conflicts, as discussed below.

Clients and lawyers will sometimes want to use bilingual family members or friends as interpreters and translators. Personal associates of the client may increase the client's comfort with the process and often allow the parties to avoid the cost of a professional interpreter or translator. However, lawyers must determine whether the personal associate is sufficiently proficient in both languages to adequately communicate with the client and must ensure that use of a nonprofessional interpreter or translator does not invalidate attorney client privilege protections from the communication. The lawyer must be alert to the possibility that the family member or associate may have a personal interest in the outcome of the representation, and that the client may be reluctant to disclose certain information due to fear or concern for the family member, all of which may impact the accuracy of any interpretation or translation. In addition, there is a danger of violating RPC 1.7 (conflict of interest) when using the lawyer's

family members or friends acting as interpreters or translators, particularly if the interpreter or translator misunderstands their or the lawyer's role or believes that the lawyer is representing their interests or the collective interests of both the interpreter or translator and the client. Last, but not least, the lawyer must ensure a nonprofessional will adequately preserve any client confidences revealed during the conversation.

Practical Tips for Working with an Interpreter:

1. **Prepare the interpreter in advance.** Where possible and after informed consent by the client, let the interpreter know the type of case they will be interpreting and if there is any sensitive information that they may have difficulty interpreting. Be cognizant of interpreter secondary trauma. Interpreter fatigue starts to diminish accuracy after about twenty minutes so plan for breaks in longer interviews.

2. **During the interview, speak directly to the person who needs the interpreter's help**. If the lawyer is working with a professional interpreter, the lawyer should directly address the client or witness as if the interpreter were not there. The lawyer should explain that the interpreter will relay the information and then communicate the client's or witness' response directly to the lawyer and that the interpreter is bound by the rules of confidentiality. For in-person meetings at the office with spoken language interpreters, consider seating placement that allows for ease of translation and direct line of sight between the lawyer and the client. For sign language interpreters, the client or witness needs to see the interpreter without a distracting background.

3. **Monitor carefully for interpreter training and client understanding.** Signs that the interpreter has received training include using the first person, taking notes to ensure accuracy, using a dictionary or technology to check vocabulary, interpreting everything the client is saying, and conveying respect to the client with facial expressions and body language. Monitor the client for signs they may be confused, nervous, or embarrassed. Be sure to ask the client to repeat back next steps and how to contact the lawyer. Determine if information needs to be translated and communicated in written form to facilitate the representation.

4. **Utilize a clear and normal tone and ask the client to do the same**. Avoid talking too quickly and take normal pauses. Be sure to slow down when reading documents aloud that are going to be orally interpreted into another language—a process known as sight translation.

5. **Speak in segments**. Attempt to speak in one sentence or two short ones at a time but avoid breaking up a thought. The interpreter will try to understand the meaning of what the lawyer is saying, so the lawyer needs to express the whole thought if possible. Interpreters should be instructed to raise their hand to ask the lawyer or client to slow down or repeat if necessary. Many clients do not have much experience working with interpreters. Hence, it is important at the onset of a meeting or call for the lawyer to ask the clients to speak in segments and allow the interpreter time to interpret. The

interpreter should interpret the client's utterances even if they do not make sense or demonstrate lack of comprehension. This is essential for the attorney to assess client competency.

6. **Let the interpreter finish interpreting**. To make effective use of an interpreter, the lawyer should pause to let the interpreter deliver the entire message.

7. **Clarifications**. If something is unclear, or if the interpreter must interpret a long statement, they may ask the lawyer for a complete or partial repetition of what was said, or questions to clarify what was meant. The lawyer should also advise the client to seek clarification if they do not understand something.

8. **Do not ask for the interpreter's opinion**. Avoid asking the interpreter for opinions or comments. The interpreter's job is to convey meaning and not allow their personal opinion to affect the interpretation.

9. **Avoid jargon or technical terms and adopt the principles of Plain English**. Avoid slang, jargon, idioms, acronyms, or technical terms. It is the lawyer's job, not the interpreters, to explain legal concepts to a client in a way that they understand and can receive effective representation.

10. **Don't be surprised at the length of the interpretation**. Many concepts may have no direct equivalent in other languages. The interpreter may have to describe or paraphrase the terms used. The interpreter should explain to the lawyer if they need to do this, since their role is not to explain legal concepts, only to adequately communicate similar meaning in another language. As a result, the interpretation may take considerably longer than if the concept was expressed in English.

11. **Slow down when reading**. If reading a prepared text, the lawyer needs to be mindful of the fact that speech is often accelerated when reading something. The lawyer should try and speak more slowly so the interpreter can keep up.

12. **Permit only one person to speak at a time**. If there is more than one person in the meeting, be diligent about only allowing one person to speak at a time. Crosstalk is difficult for the interpreter to deal with and can confuse the conversation.

13. **Make sure the client is informed of the anticipated costs at the beginning of representation**. It is a good idea to clearly lay out the anticipated costs of a qualified interpreter at the time of engagement so that the client is informed as to the costs.

14. **Advancing the cost of interpreters or translators**. If the lawyer advances the costs of the interpreter, make sure the client understands the reimbursement procedures subject to legal protections.

15. **Thank the interpreter**! Interpreting requires high level of concentration, memory, ability to convey meaning, and attention to detail. Thanking the interpreter conveys respect and value for their work.

Practical Tips for Working with a Translator

1. **Do not assume certified interpreter can provide accurate translations.** Check that translators are certified and trained in both English and the target language.

2. **Make sure that translations are reviewed for accuracy.** The best practice for the translation of legal documents that the client will rely on in the future is to have a second translator review the document for accuracy, word choice, and readability. Do not rely on machine translation without human review for any legal document.

Additional Practice Suggestions:

1. **Determine proficiency**. Ensure the client's proficiency in a language and whether the client feels more comfortable using a different dialect. A dialect is commonly defined as a variety of a particular language that is common to a particular subgroup of speakers of the language, often based on regional differences. In some instances, a particular client may do better with an interpreter familiar with their dialect. Some instances may even require dual interpreters, one to translate to another language and then a second interpreter to translate from that language to the specific local dialect. It is the client, not the attorney, who should determine the client's proficiency in a particular language.

2. **Ensure the interpreter's competence.** The interpreter should be qualified, familiar with legal terms, impartial, and understand confidentiality. Working with an interpreter who has been certified by a federal or state court will usually satisfy the lawyer's duty to use a competent interpreter. Where a certified interpreter is not available, a lawyer should take reasonable steps to ensure that whoever is enlisted to interpret is able to facilitate effective communications with the client. Taking reasonable steps includes inquiring as to where and how the interpreter learned English and the target language, whether the interpreter has had any formal training as an interpreter or legal interpreter, what is their level of formal schooling, and whether they know any of the parties or witnesses in the client matter. It also includes reminding the interpreter of GR 11 the Interpreter Code of Ethics which requires the interpreter to only undertake interpretation for which they are qualified; remain neutral, impartial, and objective; and disclose any conflicts of interest. Advise the client that if they do not understand the interpreter, they need to inform the lawyer as soon as possible. If translating documents, then a Certificate of Translation made under oath should be attached to the translated document.

3. **Consider costs and necessities.** Determine whether a professional interpreter is necessary for all potential interpretation or translation services. Do this by assessing the need for professional interpretation services considering the matter/document requiring interpretation and the client's resources. For example, when preparing a client

for a trial, the lawyer should use an impartial qualified interpreter. However, for more routine matters that do not involve sensitive information (*e.g.,* scheduling an appointment), a family member may be fine. A lawyer can also use a staff member to interpret, so long as that staff member is impartial, qualified and complies with confidentiality obligations. [n. 4]

4. **Translate in advance.** The initial fee agreement with the lawyer and all written communication from the lawyer should be translated prior to being sent to the client. If the lawyer is sending other documents that are voluminous, then the lawyer should have a translator translate those documents for the client. This is particularly true if the document is a formal document of particular importance to the representation, such as a will or contract.

5. **Establish preference for interpretation with an interpreter**. For example, some lawyers like simultaneous interpretation (where the interpreter speaks the same time as the speaker, as opposed to waiting until the speaker has finished their sentence, a format known as consecutive interpreting). Other lawyers find this distracting.

6. **Online options for video meetings**. If the lawyer is meeting with the client over a video platform, the lawyer can use language resources available to facilitate simultaneous interpretation (such as a separate channel for the interpreter) so long as the lawyer ensures that the interpreters involved are qualified and that confidentiality is maintained.

7. **Allow extra time**. The lawyer should recognize that including an interpreter necessarily extends the time for any meeting or discussion with the client. The lawyer should allow extra time for this necessity, so that important discussions are not cut short.

8. **Manage the interpreter**. The lawyer should instruct the interpreter not to insert their own opinions or give any legal advice to the client. In addition, the interpreter should be instructed to interpret the exact meaning if possible and not insert their own version of a summary of the lawyer's words into the interpretation. Finally, during oral conversations and interactions with the client, the interpreter should not be allowed any side conversations with the client unless the interpreter asks first for permission to clarify something that the client does not understand and gets permission from the lawyer to do so.

9. **Ensure confidentiality is maintained**. The lawyer should engage in a written confidentiality agreement with the interpreter, as well as have a discussion with the interpreter confirming that they understand and will abide by such an agreement. *See* RPC 5.3.

10. **Lawyers can pass on the cost of using an interpreter to the client as well as any translation services for documents**. [n. 5] If the client cannot afford to pay for an interpreter, then the lawyer should decline or withdraw from the case if the lawyer

cannot otherwise represent the client competently and diligently consistent with this opinion.

Endnotes

1. While beyond the scope of an ethics opinion, lawyers should be mindful that the Americans with Disability Act (ADA), Civil Rights Act of 1964, Washington State's anti-discrimination law, RCW 49.60, and/or other legal requirements also require lawyers to facilitate effective communications in some instances.

2. RPC 1.6(b) allows a lawyer to reveal certain otherwise protected information in certain circumstances—none of which are relevant to the scope of this opinion.

3. Privilege may not always be lost if a non-certified interpreter is utilized. There is authority that privilege is maintained where translation services are required to render legal advice and services to the client. However, there is a greater chance that information will be accidentally shared in ways that destroy the privilege where the person performing such services is not familiar with the specific requirements of the confidentiality rules. Note that this advisory opinion does not address privilege in greater detail as it is outside the scope of our opinion.

   In court proceedings, RCW 2.42.160 applies to interpreters and states the following:

   Privileged communication.

   (1) A qualified and/or intermediary interpreter shall not, without the written consent of the parties to the communication, be examined as to any communication the interpreter interprets under circumstances where the communication is privileged by law.

   (2) A qualified and/or intermediary interpreter shall not, without the written consent of the parties to the communication, be examined as to any information the interpreter obtains while interpreting pertaining to any proceeding then pending.

   In addition, *State v. Aquino-Cervantes*, 88 Wn. App. 699, 945 P.2d 767 (Div. 11, 1997) was a significant case decided by the Court of Appeals of Washington, Division 2, in 1997. The case addressed important issues related to interpreter confidentiality and attorney-client privilege in the context of criminal proceedings

4. Where the lawyer should make sure procedures are in place for supervision with staff members to ensure that no unauthorized legal advice is being given to the client by any interpreter.

5. Note that in flat fee arrangements for a new client, lawyers should promptly establish that costs, which can include out of pocket interpreter fees, are separate than the legal fee and lay this out in the fee agreement. [RPC 1.5, Comment 2.]

WASHINGTON STATE
BAR ASSOCIATION

WSBA MISSION

The Washington State Bar Association's mission is to serve the public and the members of the Bar, to ensure the integrity of the legal profession, and to champion justice.

WSBA GUIDING PRINCIPLES

The WSBA will operate a well-managed association that supports its members and advances and promotes:

- **Access to the justice system.**
  Focus: Provide training and leverage community partnerships in order to enhance a culture of service for legal professionals to give back to their communities, with a particular focus on services to underserved low and moderate income people.
- **Diversity, equality, and cultural understanding throughout the legal community.**
  Focus: Work to understand the lay of the land of our legal community and provide tools to members and employers in order to enhance the retention of minority legal professionals in our community.
- **The public's understanding of the rule of law and its confidence in the legal system.**
  Focus: Educate youth and adult audiences about the importance of the three branches of government and how they work together.
- **A fair and impartial judiciary.**
- **The ethics, civility, professionalism, and competence of the Bar.**

MISSION FOCUS AREAS	PROGRAM CRITERIA
Ensuring Competent and Qualified Legal Professionals • Cradle to Grave • Regulation and Assistance **Promoting the Role of Legal Professionals in Society** • Service • Professionalism	• Does the Program further either or both of WSBA's mission-focus areas? • Does WSBA have the competency to operate the Program? • As the mandatory bar, how is WSBA uniquely positioned to successfully operate the Program? • Is statewide leadership required in order to achieve the mission of the Program? • Does the Program's design optimize the expenditure of WSBA resources devoted to the Program, including the balance between volunteer and staff involvement, the number of people served, the cost per person, etc?

GR 12
REGULATION OF THE PRACTICE OF LAW

The Washington Supreme Court has inherent and plenary authority to regulate the practice of law in Washington. The legal profession serves clients, courts, and the public, and has special responsibilities for the quality of justice administered in our legal system. The Court ensures the integrity of the legal profession and protects the public by adopting rules for the regulation of the practice of law and actively supervising persons and entities acting under the Supreme Court's authority.

[Adopted effective September 1, 2017.]

GR 12.1
REGULATORY OBJECTIVES

Legal services providers must be regulated in the public interest. In regulating the practice of law in Washington, the Washington Supreme Court's objectives include: protection of the public; advancement of the administration of justice and the rule of law; meaningful access to justice and information about the law, legal issues, and the civil and criminal justice systems;

(a) transparency regarding the nature and scope of legal services To be provided, the credentials of those who provide them, and the availability of regulatory protections;

(b) delivery of affordable and accessible legal services;

(c) efficient, competent, and ethical delivery of legal services;

(d) protection of privileged and confidential information;

(e) independence of professional judgment;

(f) Accessible civil remedies for negligence and breach of other duties owed, disciplinary sanctions for misconduct, and advancement of appropriate preventive or wellness programs;

(g) Diversity and inclusion among legal services providers and freedom from discrimination for those receiving legal services and in the justice system.

[Adopted effective September 1, 2017.]

GR 12.2
WASHINGTON STATE BAR ASSOCIATION: PURPOSES, AUTHORIZED ACTIVITIES, AND PROHIBITED ACTIVITIES

In the exercise of its inherent and plenary authority to regulate the practice of law in Washington, the Supreme Court authorizes and supervises the Washington State Bar Association's activities. The Washington State Bar Association carries out the administrative responsibilities and functions expressly delegated to it by this rule and other Supreme Court rules and orders enacted or adopted to regulate the practice of law, including the purposes and authorized activities set forth below.

(a) Purposes: In General. In general, the Washington State Bar Association strives to:

(1) Promote independence of the judiciary and the legal profession.

(2) Promote an effective legal system, accessible to all.

(3) Provide services to its members and the public.

(4) Foster and maintain high standards of competence, professionalism, and ethics among its members.

(5) Foster collegiality among its members and goodwill between the legal profession and the public.

(6) Promote diversity and equality in the courts and the legal profession.

(7) Administer admission, regulation, and discipline of its members in a manner that protects the public and respects the rights of the applicant or member.

(8) Administer programs of legal education.

(9) Promote understanding of and respect for our legal system and the law.

(10) Operate a well-managed and financially sound association, with a positive work environment for its employees.

(11) Serve as a statewide voice to the public and to the branches of government on matters relating to these purposes and the activities of the association and the legal profession.

(b) Specific Activities Authorized. In pursuit of these purposes, the Washington State Bar Association may:

(1) Sponsor and maintain committees and sections, whose activities further these purposes;

(2) Support the judiciary in maintaining the integrity and fiscal stability of an independent and effective judicial system;

(3) Provide periodic reviews and recommendations concerning court rules and procedures;

(4) Administer examinations and review applicants' character and fitness to practice law;

(5) Inform and advise its members regarding their ethical obligations;

(6) Administer an effective system of discipline of its members, including receiving and investigating complaints of misconduct by legal professionals, taking and recommending appropriate punitive and remedial measures, and diverting less serious misconduct to alternatives outside the formal discipline system;

(7) Maintain a program, pursuant to court rule, requiring members to submit fee disputes to arbitration;

(8) Maintain a program for mediation of disputes between members and others;

(9) Maintain a program for legal professional practice assistance;

(10) Sponsor, conduct, and assist in producing programs and products of continuing legal education;

(11) Maintain a system for accrediting programs of continuing legal education;

(12) Conduct examinations of legal professionals' trust accounts;

(13) Maintain a fund for client protection in accordance with the Admission and Practice Rules;

(14) Maintain a program for the aid and rehabilitation of impaired members;

(15) Disseminate information about the organization's activities, interests, and positions;

(16) Monitor, report on, and advise public officials about matters of interest to the organization and the legal profession;

(17) Maintain a legislative presence to inform members of new and proposed laws and to inform public officials about the organization's positions and concerns;

(18) Encourage public service by members and support programs providing legal services to those in need;

(19) Maintain and foster programs of public information and education about the law and the legal system;

(20) Provide, sponsor, and participate in services to its members;

(21) Hire and retain employees to facilitate and support its mission, purposes, and activities, including in the organization's discretion, authorizing collective bargaining;

(22) Establish the amount of all license, application, investigation, and other related fees, as well as charges for services provided by the Washington State Bar Association, and collect, allocate, invest, and disburse funds so that its mission, purposes, and activities may be effectively and efficiently discharged. The amount of any license fee is subject to review by the Supreme Court for reasonableness and may be modified by order of the Court if the Court determines that it is not reasonable;

(23) Administer Supreme-Court-created boards in accordance with General Rule 12.3.

(c) Activities Not Authorized. The Washington State Bar Association will not:

(1)) Take positions on issues concerning the politics or social positions of foreign nations;

(2)) Take positions on political or social issues which do not relate to or affect the practice of law or the administration of justice; or

(3) Support or oppose, in an election, candidates for public office.

[Adopted effective July 17, 1987; amended effective December 10, 1993; September 1, 1997; September 1, 2007; September 1, 2013; September 1, 2017.]

GR 12.3
WASHINGTON STATE BAR ASSOCIATION ADMINISTRATION OF SUPREME COURT-CREATED BOARDS AND COMMITTEES

The Supreme Court has delegated to the Washington State Bar Association the authority and responsibility to administer certain boards and committees established by court rule or order. This delegation of authority includes providing and managing staff, overseeing the boards and committees to monitor their compliance with the rules and orders that authorize and regulate them, paying expenses reasonably and necessarily incurred pursuant to a budget approved by the Board of Governors, performing other functions and taking other actions as provided in court rule or order or delegated by the Supreme Court, or taking other actions as are necessary and proper to enable the board or committee to carry out its duties or functions.

[Adopted effective September 1, 2007; amended effective September 1, 2017.]

GR 12.4
WASHINGTON STATE BAR ASSOCIATION ACCESS TO RECORDS

(a) Policy and Purpose. It is the policy of the Washington State Bar Association to facilitate access to Bar records. A presumption of public access exists for Bar records, but public access to Bar records is not absolute and shall be consistent with reasonable expectations of personal privacy, restrictions in statutes, restrictions in court rules, or as provided in court orders or protective orders issued under court rules. Access shall not unduly burden the business of the Bar.

(b) Scope. This rule governs the right of public access to Bar records. This rule applies to the Washington State Bar Association and its subgroups operated by the Bar including the Board of Governors, committees, task forces, commissions, boards, offices, councils, divisions, sections, and departments. This rule also applies to boards and committees under GR 12.3 administered by the Bar. A person or entity entrusted by the
Bar with the storage and maintenance of Bar records is not subject to this rule and may not respond to a request for access to Bar records, absent express written authority from the Bar or separate authority in rule or statute to grant access to the documents.

(c) Definitions.

(1)) "Access" means the ability to view or obtain a copy of a Bar record.

(2)) "Bar record" means any writing containing information relating to the conduct of any Bar function prepared, owned, used, or retained by the Bar regardless of physical form or characteristics. Bar records include only those records in the possession of the Bar and its staff or stored under Bar ownership and control in facilities or servers. Records solely in the possession of hearing officers, non-Bar staff members of boards, committees, task forces, commissions, sections, councils, or divisions that were prepared by the hearing officers or the members and in their sole possession, including private notes and working papers, are not Bar records and are not subject to public access under this rule. Nothing in this rule requires the Bar to create a record that is not currently in possession of the Bar at the time of the request.

(3) "Writing" means handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation in paper, digital, or other format.

(d) Bar Records--Right of Access.

(1) The Bar shall make available for inspection and copying all Bar records, unless the record falls within the specific exemptions of this rule, or any other state statute (including the Public Records Act, chapter 42.56 RCW) or federal statute or rule as they would be applied to a public agency, or is made confidential by the Rules of Professional Conduct, the Rules for Enforcement of Lawyer Conduct, the Admission to Practice Rules and associated regulations, the Rules for Enforcement of Limited Practice Officer Conduct, General Rule 25, court orders or protective orders issued under those rules, or any other state or federal statute or rule. To the extent required to prevent an unreasonable invasion of personal privacy interests or threat to safety or by the above-referenced rules, statutes, or orders, the Bar shall delete identifying details in a manner consistent with those rules, statutes, or orders when it makes available or publishes any Bar record; however, in each case, the justification for the deletion shall be explained in writing.

(2) In addition to exemptions referenced above, the following categories of Bar records are exempt from public access except as may expressly be made public by court rule:

(A) Records of the personnel committee, and personal information in Bar records for employees, appointees, members, or volunteers of the Bar to the extent that disclosure would violate their right to privacy, including home contact information (unless such information is their address of record), Social Security numbers, driver's license numbers, identification or security photographs held in Bar records, and personal data including ethnicity, race, disability status, gender, and sexual orientation. Membership class and status, bar number, dates of admission or licensing, addresses of record, and business telephone
numbers, facsimile numbers, and electronic mail addresses (unless there has been a request that electronic mail addresses not be made public) shall not be exempt, provided that any such information shall be exempt if the Executive Director approves the confidentiality of that information for reasons of personal security or other compelling reason, which approval must be reviewed annually.

(B) Specific information and records regarding

(i) internal policies, guidelines, procedures, or techniques, the disclosure of which would reasonably be expected to compromise the conduct of disciplinary or regulatory functions, investigations, or examinations;

(ii) application, investigation, and hearing or proceeding records relating to lawyer, Limited Practice Officer, or Limited License Legal Technician admissions, licensing, or discipline, or that relate to the work of ELC 2.5 hearing officers, the Board of Bar Examiners, the Character and Fitness Board, the Law Clerk
Board, the Limited Practice Board, the MCLE Board, the Limited License Legal Technician Board, the Practice of Law Board, or the Disciplinary Board in conducting investigations, hearings or proceedings; and

(iii) the work of the Judicial Recommendation Committee and the Hearing Officer selection panel, unless such records are expressly categorized as public information by court rule.

(C) Valuable formulae, designs, drawings, computer source code or object code, and research data created or obtained by the Bar.

(D) Information regarding the infrastructure, integrity, and security of computer and telecommunication networks, databases, and systems.

(E) Applications for licensure by the Bar and annual licensing forms and related records, including applications for license fee hardship waivers and any decision or determinations on the hardship waiver applications.

(F) Requests by members for ethics opinions to the extent that they contain information identifying the member or a party to the inquiry.

Information covered by exemptions will be redacted from the specific records sought. Statistical information not descriptive of any readily identifiable person or persons may be disclosed.

(3) Persons Who Are Subjects of Records.

(A) Unless otherwise required or prohibited by law, the Bar has the option to give notice of any records request to any member or third party whose records would be included in the Bar's response.

(B) Any person who is named in a record, or to whom a record specifically pertains, may present information opposing the disclosure to the applicable decision maker.

(C) If the Bar decides to allow access to a requested record, a person who is named in that record, or to whom the records specifically pertains, has a right to initiate review or to participate as a party to any review initiated by a requester. The deadlines that apply to a requester apply as well to a person who is a subject of a record.

(e) Bar Records--Procedures for Access.

(1) General Procedures. The Bar Executive Director shall appoint a Bar staff member to serve as the public records officer to whom all records requests shall be submitted. Records requests must be in writing and delivered to the Bar public records officer, who shall respond to such requests within 30 days of receipt. The Washington State Bar Association must implement this rule and adopt and publish on its website the public records officer's work mailing address, telephone number, fax number, and e-mail address, and the procedures and fee schedules for accepting and responding to records requests by the effective date of this rule. The Bar shall acknowledge receipt of the request within 14 days of receipt, and shall communicate with the requester as necessary to clarify any ambiguities as to the records being requested. Records requests shall not be directed to other Bar staff or to volunteers serving on boards, committees, task forces, commissions, sections, councils, or divisions.

(2) Charging of Fees.

(A) A fee may not be charged to view Bar records.

(B) A fee may be charged for the photocopying or scanning of Bar records according to the fee schedule established by the Bar and published on its web site.

(C) A fee not to exceed $30 per hour may be charged for research services required to fulfill a request taking longer than one hour. The fee shall be assessed from the second hour onward.

(f) Extraordinary Requests Limited by Resource Constraints. If a particular request is of a magnitude or burden on resources that the Bar cannot fully comply within 30 days due to constraints on time, resources, and personnel, the Bar shall communicate this information to the requester along with a good faith estimate of the time needed to complete the Bar's response. The Bar must attempt to reach

agreement with the requester as to narrowing the request to a more manageable scope and as to a timeframe for the Bar's response, which may include a schedule of installment responses. If the Bar and requester are unable to reach agreement, the Bar shall respond to the extent practicable, clarify how and why the response differs from the request, and inform the requester that it has completed its response.

(g) Denials. Denials must be in writing and shall identify the applicable exemptions or other bases for denial as well as a written summary of the procedures under which the requesting party may seek further review.

(h) Review of Records Decisions.

(1) Internal Review. A person who objects to a record decision or other action by the Bar's public records officer may request review by the Bar's Executive Director.

(A) A record requester's petition for internal review must be submitted within 90 days of the Bar's public records officer's decision, on such form as the Bar shall designate and make available.

(B) The review proceeding is informal, summary, and on the record.

(C) The review proceeding shall be held within five working days. If that is not reasonably possible, then within five working days the review shall be scheduled for the earliest practical date.

(2) External Review. A person who objects to a records review decision by the Bar's Executive Director may request review by the Records Request Appeals Officer (RRAO) for the Bar.

(A) The requesting party's request for review of the Executive Director's decision must be deposited in the mail and postmarked or delivered to the Bar not later than 30 days after the issuance of the decision, and must be on such form as the Bar shall designate and make available.

(B)) The review will be informal and summary, but in the sole discretion of the RRAO may include the submission of briefs no more than 20 pages long and of oral arguments no more than 15 minutes long.

(C) Decisions of the RRAO are final unless, within 30 days of the issuance of the decision, a request for discretionary review of the decision is filed with the Supreme Court. If review is granted, review is conducted by the Chief Justice of the Washington Supreme Court or his or her designee in accordance with procedures established by the Supreme Court. A designee of the Chief Justice shall be a current or former elected judge. The review proceeding shall be on the record, without additional briefing or argument unless such is ordered by the Chief Justice or his or her designee.

(D) The RRAO shall be appointed by the Board of Governors. The Bar may reimburse the RRAO for all necessary and reasonable expenses incurred in the completion of these duties, and may provide compensation for the time necessary for these reviews at a level established by the Board of Governors.

(i) Monetary Awards Not Allowed. Attorney fees, costs, civil penalties, or fines may not be awarded under this rule.

(j) Effective Date of Rule.

(1) This rule goes into effect on July 1, 2014, and applies to records that are created on or after that date.

(2) Public access to records that are created before that date are to be analyzed according to other court rules, applicable statutes, and the common law balancing test; the Public Records Act, chapter 42.56 RCW, does not apply to such Bar records, but it may be used for nonbinding guidance.

[Adopted effective July 1, 2014; amended effective September 1, 2017.]

GR 12.5
IMMUNITY

All boards, committees, or other entities, and their members and personnel, and all personnel and employees of the Washington State Bar Association, acting on behalf of the Supreme Court under the Admission and Practice Rules, the Rules for Enforcement of Lawyer Conduct, or the disciplinary rules for limited practice officers and limited license legal technicians, shall enjoy quasi-judicial immunity if the Supreme Court would have immunity in performing the same functions.

[Adopted effective January 2, 2008; amended effective September 1, 2017.]

WASHINGTON STATE
BAR ASSOCIATION

2025-2026 WSBA BOARD OF GOVERNORS MEETING SCHEDULE

MEETING DATE	LOCATION	DESCRIPTION	EXECUTIVE COMMITTEE MEETING	MATERIALS DEADLINE
October 24-25, 2025	Icicle Village Resort Leavenworth, WA	Team Building Retreat		n/a
November 14-15, 2025	WSBA Conference Center Seattle, WA	BOG Meeting	October 22, 2025	October 14, 2025
January 16-17, 2026	WSBA Conference Center Seattle, WA	BOG Meeting KCBA MLK Luncheon Jan. 16	December 18, 2025	December 9, 2025
March 6-7, 2026	Great Wolf Lodge, Grand Mound, WA	BOG Meeting	February 19, 2026	February 10, 2026
May 1-2, 2026	Wenatchee Convention Center Wenatchee, WA	BOG Meeting	April 16, 2026	April 7, 2026
July 23 - 24, 2026 July 25, 2026	Tulalip Resort Casino Marysville, WA	BOG Meeting BOG Planning Retreat	June 25, 2026	June 15, 2026
September 24-25, 2026	Davenport Grand Hotel Spokane, WA	BOG Meeting	September 3, 2026	August 25, 2026

All proposed agenda items and materials must be submitted by the deadline stated above. Materials can be submitted through 1) a staff liaison, 2) staff supervisor or department director, 3) staff member identified by the Office of the Executive Director or, if none of those are applicable, 4) directly to the Executive Director (terran@wsba.org). Submitters will be notified of the status of their request after the materials deadline. All meeting materials will be published appx. two weeks prior to the meeting.

Materials should include: 1) a cover memo, 2) additional/supplemental materials, 3) be inclusive of all WSBA analyses, if relevant and, 4) be in final form suitable for publication. Click here for more information.

BASIC CHARACTERISTICS OF MOTIONS

From: ***The Complete Idiot's Guide to Robert's Rules***
The Guerilla Guide to Robert's Rules

MOTION	PURPOSE	INTERRUPT SPEAKER?	SECOND NEEDED?	DEBATABLE?	AMENDABLE?	VOTE NEEDED
1. Fix the time to which to adjourn	Sets the time for a continued meeting	No	Yes	No[1]	Yes	Majority
2. Adjourn	Closes the meeting	No	Yes	No	No	Majority
3. Recess	Establishes a brief break	No	Yes	No[2]	Yes	Majority
4. Raise a Question of Privilege	Asks urgent question regarding to rights	Yes	No	No	No	Rules by Chair
5. Call for orders of the day	Requires that the meeting follow the agenda	Yes	No	No	No	One member
6. Lay on the table	Puts the motion aside for later consideration	No	Yes	No	No	Majority
7. Previous question	Ends debate and moves directly to the vote	No	Yes	No	No	Two-thirds
8. Limit or extend limits of debate	Changes the debate limits	No	Yes	No	Yes	Two-thirds
9. Postpone to a certain time	Puts off the motion to a specific time	No	Yes	Yes	Yes	Majority[3]
10. Commit or refer	Refers the motion to a committee	No	Yes	Yes	Yes	Majority
11. Amend an amendment (secondary amendment)	Proposes a change to an amendments	No	Yes	Yes[4]	No	Majority
12. Amend a motion or resolution (primary amendment)	Proposes a change to a main motion	No	Yes	Yes[4]	Yes	Majority
13. Postpone indefinitely	Kills the motion	No	Yes	Yes	No	Majority
14. Main motion	Brings business before the assembly	No	Yes	Yes	Yes	Majority

1 Is debatable when another meeting is scheduled for the same or next day, or if the motion is made while no question Is pending

2 Unless no question is pending

3 Majority, unless it makes question a special order

4 If the motion it is being applied to is debatable

Discussion Protocols
Board of Governors Meetings

Philosophical Statement:

"We take serious our representational responsibilities and will try to inform ourselves on the subject matter before us by contact with constituents, stakeholders, WSBA staff and committees when possible and appropriate. In all deliberations and actions we will be courageous and keep in mind the need to represent and lead our membership and safeguard the public. In our actions, we will be mindful of both the call to action and the constraints placed upon the WSBA by GR 12 and other standards."

Governor's Commitments:

1. Tackle the problems presented; don't make up new ones.
2. Keep perspective on long-term goals.
3. Actively listen to understand the issues and perspective of others before making the final decision or lobbying for an absolute.
4. Respect the speaker, the input and the Board's decision.
5. Collect your thoughts and speak to the point – sparingly!
6. Foster interpersonal relationships between Board members outside Board events.
7. Listen and be courteous to speakers.
8. Speak only if you can shed light on the subject, don't be repetitive.
9. Consider, respect and trust committee work but exercise the Board's obligation to establish policy and insure that the committee work is consistent with that policy and the Board's responsibility to the WSBA's mission.
10. Seek the best decision through quality discussion and ample time (listen, don't make assumptions, avoid sidebars, speak frankly, allow time before and during meetings to discuss important matters).
11. Don't repeat points already made.
12. Everyone should have a chance to weigh in on discussion topics before persons are given a second opportunity.
13. No governor should commit the board to actions, opinions, or projects without consultation with the whole Board.
14. Use caution with e-mail: it can be a useful tool for debating, but e-mail is not confidential and does not easily involve all interests.
15. Maintain the strict confidentiality of executive session discussions and matters.

Discussion Protocols
Board of Governors Meetings

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11. Don't repeat points already made.
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13. No governor should commit the board to actions, opinions, or projects without consultation with the whole Board.
14. Use caution with e-mail: it can be a useful tool for debating, but e-mail is not confidential and does not easily involve all interests.
15. Maintain the strict confidentiality of executive session discussions and matters.

BOARD OF GOVERNORS

WSBA VALUES

Through a collaborative process, the WSBA Board of Governors and Staff have identified these core values that shall be considered by the Board, Staff, and WSBA volunteers (collectively, the "WSBA Community") in all that we do.

To serve the public and our members and to promote justice, the WSBA Community values the following:

- Trust and respect between and among Board, Staff, Volunteers, Members, and the public
- Open and effective communication
- Individual responsibility, initiative, and creativity
- Teamwork and cooperation
- Ethical and moral principles
- Quality customer-service, with member and public focus
- Confidentiality, where required
- Diversity and inclusion
- Organizational history, knowledge, and context
- Open exchanges of information

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BOARD OF GOVERNORS

GUIDING COMMUNICATION PRINCIPLES

In each communication, I will assume the good intent of my fellow colleagues; earnestly and actively listen; encourage the expression of and seek to affirm the value of their differing perspectives, even where I may disagree; share my ideas and thoughts with compassion, clarity, and where appropriate confidentiality; and commit myself to the unwavering recognition, appreciation, and celebration of the humanity, skills, and talents that each of my fellow colleagues bring in the spirt and effort to work for the mission of the WSBA. Therefore, I commit myself to operating with the following norms:

- I will treat each person with courtesy and respect, valuing each individual.
- I will strive to be nonjudgmental, open-minded, and receptive to the ideas of others.
- I will assume the good intent of others.
- I will speak in ways that encourage others to speak.
- I will respect others' time, workload, and priorities.
- I will aspire to be honest and open in all communications.
- I will aim for clarity; be complete, yet concise.
- I will practice "active" listening and ask questions if I don't understand.
- I will use the appropriate communication method (face-to-face, email, phone, voicemail) for the message and situation.
- When dealing with material of a sensitive or confidential nature, I will seek and confirm that there is mutual agreement to the ground rules of confidentiality at the outset of the communication.
- I will avoid triangulation and go directly to the person with whom I need to communicate. (If there is a problem, I will go to the source for resolution rather than discussing it with or complaining to others.)
- I will focus on reaching understanding and finding solutions to problems.
- I will be mindful of information that affects, or might be of interest or value to, others, and pass it along; err on the side of over-communication.
- I will maintain a sense of perspective and respectful humor.

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BOARD OF GOVERNORS

Anthony David Gipe
President

phone: 206.386.4721
e-mail: adgipeWSBA@gmail.com

November 2014

BEST PRACTICES AND EXPECTATIONS

- **Attributes of the Board**
  - Competence
  - Respect
  - Trust
  - Commitment
  - Humor

- **Accountability by Individual Governors**
  - Assume Good Intent
  - Participation/Preparation
  - Communication
  - Relevancy and Reporting

- **Team of Professionals**
  - Foster an atmosphere of teamwork
    - Between Board Members
    - The Board with the Officers
    - The Board and Officers with the Staff
    - The Board, Officers, and Staff with the Volunteers
  - We all have common loyalty to the success of WSBA

- **Work Hard and Have Fun Doing It**

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