

**COMMITTEE ON PROFESSIONAL ETHICS**

**MEETING MINUTES**

**October 10, 2025**

The meeting was held via video conference.

Members present were Mark Fucile (Chair), Seth Endo, Abraham Ritter, Peter Jarvis, and Amber Lynott. Judge Frederick Corbit, Zachary Dillon, Michele Carney, and Sara Ayoubi were excused. BOG Liaison Mary Rathbone was absent. Also present were Jeanne Marie Clavere (staff liaison), Sandra Schilling, Professional Responsibility Counsel (PRC), Kevin Plachy, Advancement Department Director, and Doug Ende, Discipline Department Director.

The chair called the meeting to order at 10:01 a.m.

**Announcements/Updates**

- The committee welcomed new members. Meetings are anticipated to be remote in December and February, and hybrid in April, June and August.
- PRC reviewed the Volunteer Toolbox and the reimbursement process
- PRC reviewed the Short Style Sheet and the Detailed Style Manual
- PRC gave an update on stakeholder outreach project
- The WSBA Chief Disciplinary Counsel gave an update on the ABA discussion draft of amendments to MRPC. He will repeat his update at the December meeting

**The August 22, 2025, Minutes were approved.**

**Permanent Internet Links.** The WSBA Advancement Director reported that the CPE would qualify for a free PermaLink account. This would have to be approved by the WSBA executive team. PRC will explore if the AO database can incorporate links.

**Public Defender Caseloads.** The subcommittee reported there are extensive materials regarding public defender caseloads. It will take the subcommittee time to evaluate the materials and draft helpful content.

**CPE ROP and Integration of Lawyer RPC, LLLTRPC and LPORPC**

The subcommittee reaffirmed its prior determination that it was appropriate for the CPE to provide notice to, and coordinate with, the LLLT and LPO boards of suggested changes to RPCs and relevant draft advisory opinions that could affect them. The subcommittee intends to work on amending the RPC Rules of Procedure accordingly. It was discussed having LLLT and LPO boards send liaisons to the RPC meetings. The subcommittee will continue working on this issue.

**Ethics Issues and the Use of Large Language Models AO**

Staff has prepared the final draft of the opinion for information at the next BOG meeting.

**AO re Retention of Personal Name in Firm Name**

The opinion has been reviewed by the BOG and is uploaded to the database.

**AO on the Refund of Advance Fees in IOLTA paid by 3<sup>rd</sup> party**

The opinion has been reviewed by the BOG and is uploaded to the database.

**Advisory Opinion Re RPC 1.4 and Language Access**

The subcommittee did outreach to the LLLT and LPO boards and received no response. A motion was made and passed to approve the final draft of the AO. The subcommittee chair will prepare the final materials and send them to staff for submission to the BOG.

**Request for Advisory Opinion re Vacating Convictions in the Absence of an Established Attorney-Client Relationship**

Staff has prepared the final draft of the opinion for information at the next BOG meeting.

**RPC 5.5 and “Assisting” UPL**

The subcommittee received some comments on its draft opinion. A motion was passed to approve a final draft to send for stakeholder review.

**AO re Fee Splitting with a Former Firm**

Staff has prepared the final draft of the opinion for information at the next BOG meeting.

**Subscription Fee Models**

The subcommittee received feedback on the draft opinion and some members indicated they would give further suggestions directly to the subcommittee. The subcommittee will continue to work on the draft opinion and identify stakeholders, including the LLLT board.

**Potential New Advisory Opinions**

A motion was passed to form a subcommittee regarding conflicts and law firm departures.

The meeting adjourned at 12:55 PM