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WSBA Legal Technology Task Force Agenda

Monday, June 17, 2024

12:00 to 1:00pm

Zoom - Remote Meeting

Link to access the Zoom meeting:

<https://wsba.zoom.us/j/81586610881?pwd=b6XbtpBXl8gUefcUceXXI5JPJANwaT.1>

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

Meeting ID: 815 8661 0881 || Passcode: 055704

Quorum Bylaw "Quorum" means the presence of a majority of the voting membership (i.e., more than half the voting members). A quorum must be present when votes are taken.

Quorum: 5 members

Governing Document

1. The WSBA Legal Technology Task Force Charter approved by the Board of Governors on March 7, 2024.
2. Task force members are appointed by the WSBA President and confirmed by the Board of Governors.

Membership: Jenny Durkan, Michele Carney, Laura Lemire, Nicholas Pleasants, Kenneth Zigler, Patrick Palace, Kirk Arthur, Drew Simshaw, Judge Sean O'Donnell, Judge Criston Skinner, Margaret Chon, Kari Petrsek (BOG Liaison), Professor LeighAnne Thompson (Ex Officio), Craig Shank (POLB Liaison), Kevin Plachy (Staff Co-Liaison), Margeaux Green (Staff Co-Liaison)

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- Welcome. Summary of meeting agenda. (Jenny, 5 min)
 - Workgroups (Jenny, Margeaux 30 min)
 - Member assignments
 - Expectations
 - Roles/Chair Assignments
 - Notetaker
 - Upload notes and resources to SharePoint
 - Margeaux review resources in SharePoint – Workgroups feel free to use and add to resources (Margeaux, 5 minutes)
 - Meeting frequency
 - Report outs at monthly meetings

WASHINGTON STATE BAR ASSOCIATION

- Survey (Jenny, 15 min)
 - Draft survey questions from North Carolina Bar Association
 - Workgroups drafting survey questions
 - Timing of Survey
- Microsoft Cybersecurity Field Trip (Jenny, 10 min)
- Adjourn