

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD
Meeting Minutes for October 7, 2019

Washington State Bar Association
1325 4th Avenue, Suite 600
Seattle, WA 98101
1:00 p.m. to 4:00 p.m.

LLLT Board Members in Attendance:

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| <input checked="" type="checkbox"/> Stephen Crossland, Chair | <input checked="" type="checkbox"/> Carolyn McKinnon (Ex Officio) |
| <input checked="" type="checkbox"/> Zachary Ashby | <input checked="" type="checkbox"/> Jennifer Ortega |
| <input checked="" type="checkbox"/> Sarah Bove | <input checked="" type="checkbox"/> Jennifer Petersen |
| <input checked="" type="checkbox"/> Catherine Brown (remote) | <input checked="" type="checkbox"/> Judith Potter |
| <input checked="" type="checkbox"/> Christy Carpenter | <input checked="" type="checkbox"/> Amy Riedel (remote) |
| <input checked="" type="checkbox"/> Stacy Davis | |
| <input type="checkbox"/> Stephanie Delaney | |
| <input checked="" type="checkbox"/> Charlotte Frock | |
| <input checked="" type="checkbox"/> Nancy Ivarinen | |
| <input checked="" type="checkbox"/> Andrea Jarmon | |

WSBA Staff in Attendance:

- Renata de Carvalho Garcia
- Rachel Konkler
- Jean McElroy

Others in Attendance During Some or All of the Meeting:

Christine Downing and Terra Nevitt (WSBA Interim Executive Director).

Call to Order / Preliminary Matters

The meeting was called to order at 1:05 p.m.

Approval of Meeting Minutes

The minutes of the September 9, 2019 meeting were approved.



Outreach Update

The Board received an update on upcoming community college presentations where staff will present to paralegal students about the LLLT license. The Board also discussed outreach to the Supreme Court Justices.

Review of FY2020 Meeting Schedule

The Board decided to cancel its November 18, 2019 meeting due to the close proximity of its November and December meetings. The next Board meeting will be held on December 9, 2019. The Board adopted the revised FY 2020 meeting schedule.

Committee Reports

The Family Law Exam Committee reported that it will begin holding grading conferences after the next LLLT exam. The exam question bank is undergoing review and updates by staff and the committee. The committee plans to submit an updated Family Law Exam handbook for approval at the next Board meeting.

The Family Law Practice Area Committee has drafted a bench card for judicial officers and will continue to work on it. The committee also made minor additions to the Family Law study guide and began working on Practice Area course outcomes to accompany the Practice Area curriculum. The next session of the in-person LLLT mandatory supplemental education is expected to be offered in June 2020.

Moderate Means Program

Staff reported that LLLTs are now fully incorporated into the WSBA Moderate Means Program. LLLTs can sign up for the program and start receiving referrals.

LLLT Program Past and Future

Staff presented a draft snapshot providing an overview of the LLLT program. Staff will continue to update and refine this snapshot. As an ongoing project, staff are analyzing barriers to entry in the LLLT program, why some LLLTs are inactive, and why some students who completed the Family Law courses have not yet become licensed as LLLTs.

FY 2020 Committee Assignments

The Board reviewed and made adjustments to the committee rosters for Fiscal Year 2020.

Committee Chair Reports

The Chair of the Family Law Practice Area Committee suggested that the committee look into a LLLT exam review course, which is not currently offered, and noted that bar exam review courses are available for purchase through third party companies.

The Chair of the Admissions and Education Committee suggested that the committee re-evaluate the limited time waiver requirements in addition to eliminating the expiration date of the waiver. The committee will also explore whether the Paralegal Advanced Competency Exam is an overly burdensome requirement for the waiver.



The Chair of the New Practice Area Committee reported that new practice area development is currently on hold while the committee awaits updates from the Supreme Court. The consideration of immigration as a potential new practice area has also been put on hold due to federal law limitations.

The Chair of the Rules of Professional Conduct Committee suggested that the committee look into adding more comments and ethics opinions to the LLLT RPCs.

Adjournment

The meeting adjourned at 3:50 p.m.

