

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

Meeting Minutes for December 8, 2025

Remote Meeting

1:00 p.m.

LLLT Board Members in Attendance:

☒ Nicholas Berning

☒ Sarah Bové

☐ Margaret Bridewell

☒ Jen Bull

☒ Ted Cropley

☒ Steve Crossland, Chair

☐ John Darling

☒ Miryam Gordon

☒ Nancy Ivarinen, Vice Chair

☐ Crystal Lambert

☒ Amy Riedel

Liaisons in Attendance

☐ Kristina Larry, BOG Liaison

☒ Cathy Biestek, WSBA Staff Liaison

Other WSBA Staff in Attendance:

☐ Renata de Carvalho Garcia, Chief
Regulatory Counsel

☐ Bobby Henry, RSD Associate Director

☐ Terra Nevitt, Executive Director

☒ Anne Trent, RSD Paralegal

PUBLIC SESSION

Call to Order

The meeting was called to order at 1:04 p.m. by Chair Steve Crossland.

October 6, 2025, Meeting Minutes

The Board approved the October 6, 2025 meeting minutes.

Press and Outreach

Jen Bull shared about an interview with Nancy Miller of Portland Community College, who teaches a course on legal professions. Interest in the LLLT program was expressed, along with disappointment regarding the program's sunset. Steve Crossland mentioned that IAALS discussion regarding a proposed license name is currently underway.

Family Law Practice Area Committee Update

The Family Law Practice Area Committee met recently and worked on the praecipe form and the bench card revisions.

Praecipe Form

It was noted that a citation to the applicable Civil Rules (CR) section should be added for each item and included on the form after each checkbox (e.g., CR 34(a)(2) – to inspect premises). This item was presented as a first reading. Revisions will be made, and the updated version will be brought back to the Board for consideration at the February meeting.

Revised Bench Card

Discussed revising the term “Domestic Violence Protection Order” to “Civil Protection Order,” specifically to reflect a civil protection order arising out of a domestic relations case. Revisions will be made and draft will be circulated to Judge Ferrera with a request to share with the SCJA and to AOC for review and comment. Discussed posting a clean draft on the website for LLLT input. The updated form and any feedback received will be discussed at the February meeting.

Limited License Review Committee Update

The Limited License Review Committee Report was presented to and discussed by the Board. The report will be provided to the Planning Subcommittee for consideration and use in its work moving forward.

Planning Subcommittee Charter

Discussed that this subcommittee will review and build on the work completed by the Limited License Review Committee. Meetings are scheduled to begin in January, with completion of the committee’s work anticipated by May. The subcommittee charter was approved.

LLLT Oath & WSBA Oath Review & Drafting Task Force

The Board of Governors created a committee to review the professional oath for the purpose of updating it. Input is being sought from LLLTs and Limited Practice Officers (LPOs). Consideration is being given to whether a single, unified oath should apply to attorneys, LLLTs and LPOs. A meeting of the committee is scheduled for next week.

2027 LLLT License Fee Update

The Budget and Audit Committee will recommend to the Board of Governors that LLLT license fees remain the same for FY2027.

Public Comments

Noted the recent appointment of a new Washington Supreme Court Justice.

Adjournment

Meeting adjourned at 2:41 p.m. by Chair Steve Crossland

Respectfully submitted,

Cathy Biestek,
WSBA Staff Liaison to LLLT Board