

LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

Meeting Minutes for February 2, 2026

In-Person Meeting

1:00 p.m.

LLLT Board Members in Attendance:

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| ☒ Nicholas Berning | ☐ John Darling |
| ☒ Sarah Bové | ☒ Miryam Gordon |
| ☒ Margaret Bridewell | ☒ Nancy Ivarinen, Vice Chair |
| ☒ Jen Bull | ☒ Crystal Lambert |
| ☒ Ted Cropley | ☒ Amy Riedel |
| ☒ Steve Crossland, Chair | |

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 1:02 p.m. by Chair Steve Crossland.

December 8, 2025, Meeting Minutes

The Board approved the December 8, 2025 meeting minutes.

Press and Outreach

The Board discussed the anticipated IAALS report on license name.

Family Law Practice Area Committee Update

The Family Law Practice Area Committee (FLPAC) met recently and worked on revisions to the praecipe form, the bench card, and the rack cards.

Praecipe Form (2nd reading)

The Board considered the praecipe form that was submitted by the FLPAC. The Board voted to approve the form.

Revised Bench Card (2nd reading)

The Board reviewed the updated version of the Bench Card, which reflects changes to APR 28 since the original draft. The Board directed staff to change the “Y” on page two to bullet points for consistency and amend the response to question of whether LLLTs may speak on behalf of their clients in court to



provide the language in Appendix APR 28, Regulation 2(B)(2)(h). The Board voted and approved the bench card as amended.

Rack Cards revised (1st reading)

The FLPAC presented the Board with the revised rack cards for first reading. The content was updated to reflect the current rules and clarified that LLLTs may provide legal advice within their authorized scope of practice under APR 28. The headings now use parallel titles, including “File for a Divorce or Legal Separation”, “File for a Parenting Plan”, and “File for a Protection Order”.

The Board discussed formatting changes, including converting the former lettered subsections to bullet points for clarity and readability. A child support rack card was suggested. The Board discussed including a hyperlink to the DCS website for information on starting an administrative proceeding.

The Board agreed to put rack cards on agenda for next meeting for a second reading and continue to consider other rack card topics.

Legislative Key Word List Draft

The Board discussed the legislative key word list. The FLPAC recommended adding the term “unlawful harassment” in addition to “anti-harassment” to ensure broader coverage of relevant legislation and re-ordering the list by priority. The Chair asked whether any volunteers were willing to receive and review legislative notices during the legislative session and report back to the committee as needed.

Planning Subcommittee Update

The subcommittee is scheduled to meet in February, March, and April and plans to submit a proposal to the LLLT Board in June. The Chair discussed generally license name change, need for data collection, and distinguishing between changes to be proposed to APR 28 now versus ideas for changes in the future. The goal is to present LLLT Board proposal to the Board of Governors in July and thereafter to the Washington Supreme Court.

Public Comments

Discussed SJM 8006 in 2025-26 legislative session. The Board will not take or communicate any public position. Discussed ways the LLLT Board communicates with LLLTs.

Adjournment

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

Respectfully submitted,

Cathy Biestek,
WSBA Staff Liaison to LLLT Board