WASHINGTON STATE
BAR ASSOCIATION

LIMITED LICENSE LEGAL TECHNICIAN BOARD ANNUAL REPORT

FY 2026: October 1, 2025 – September 30, 2026

Name of Entity:	Limited License Legal Technician (LLLT) Board
Chair:	Steve Crossland
Vice Chair:	Nancy Ivarinen
Staff Liaison:	Cathy Biestek, Managing Regulatory Counsel, WSBA Regulatory Services Department
Board of Governors Liaison:	Kristina Larry

Purpose of Entity:

The LLLT Board derives its authority from the Washington Supreme Court under Rule 28 of the Admissions and Practice Rules (APR). The purpose of the LLLT Board is to oversee the LLLT license program, perform the responsibilities provided in APR 28(C)(2), including handling grievances and enforcing discipline against LLLTs under the applicable ethics and procedural rules.

Strategy to Fulfill Purpose:

The LLLT Board meets approximately six times a year to discuss topics of concern or that are relevant to the LLLT license and to accomplish responsibilities provided in APR 28(C)(2), including but not limited to proposing rule changes, addressing LLLT discipline issues, developing forms for LLLT use, and developing CLEs relevant to LLLT scope of practice. The LLLT Board has several committees serving various functions, including the Family Law Practice Area Committee, the Discipline Committee, the Nominations Committee, and the Rules Committee, which also includes a Planning subcommittee.

How this entity's purpose helps further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice":

The LLLT Board serves the public by overseeing the LLLT license. Practicing LLLTs provide limited legal services in the practice area of domestic relations. Many LLLTs report serving primarily clients of low and moderate means, as well as providing pro bono services. The LLLT Board ensures the integrity of the legal profession by administering the LLLT discipline system, including handling grievances against LLLTs.

2025-2026 Accomplishments:	
• Developed and approved form for LLLT: Praecipe (Request) for Issuance of Subpoena.	
• Updated bench and rack cards regarding LLLT license.	
• LLLT Board Planning Subcommittee met regularly, to review the recommendations made by the LLLT Board Limited License Review Committee (whose members included then BOG member Kari Petrasek, retired Oregon Judge Kirsten Thompson, and Washington lawyers Melisa D. Evangelos, Michael Terasaki, and Sam Darling, among others) that reviewed other limited license programs in other jurisdictions, including Oregon and Colorado.	
Next Fiscal Year: 2026-2027 Goals & Priorities:	
1	The Planning Subcommittee will draft a report and suggest amendments to the Admissions and Practice Rules for submission to the LLLT Board.
2	The LLLT Board will consider and vote on recommended amendments to the APR that are submitted by the Planning subcommittee and present those recommended amendments, including, but not limited to, reopening the pathway to licensing new LLLTs or equivalent, to the WSBA Board of Governors and the Washington Supreme Court.
3	Collaborate with the Committee on Professional Ethics to suggest amendments to the LLLT Rules of Professional Conduct (LLLT RPC), as needed.
Looking Ahead: *Long-term goals and/or priorities beyond the next fiscal year.*	
1	Present recommended amendments, including, but not limited to, reinstating licensing of new LLLTs or equivalent, to the Washington Supreme Court.
2	Create forms and continuing legal education to support LLLT practice in domestic relations.
3	Collaborate with WSBA staff to suggest amendments to the Rules for Enforcement of Limited Practice Officer Conduct (ELPOC), as needed.
How this entity is addressing diversity, equity, and inclusion:	
The LLLT Board, in collaboration with the WSBA, will work to recruit diverse applicants to the LLLT Board. The LLLT Board seeks LLLT input via surveys and open invites to LLLT Board meetings.	
Feedback regarding the support and engagement provided by WSBA.	
The LLLT Board has a positive, collaborative relationship with WSBA Staff and BOG liaison.	

Entity Detail & Demographics Report: *To Be Completed by WSBA Manager of Volunteer Engagement*	
Size of Entity: *(Include voting and non-voting members)*	11
Number of Vacancies for FY27: *The number of OPEN positions with terms beginning October 1, 2026 (FY27) if any.*	3
Number of Applicants for FY26: *Applications were submitted in the Spring-Summer of 2026 for terms beginning October 1, 2026 (FY27)*	4
Budgeted Direct Expenses: *As of September 30, 2026.*	$9,000
Total FTE Support:	0.33 FTE
Indirect Expenses: *As of September 30, 2026.*	$59,700

FY26 Demographics:

The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.

Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.

Disability	Yes	25%
	No	62%
	Did Not to Respond	13%
District*	2	40%
	7N	12%
	8	12%
	9	24%
	Unknown	12%
Ethnicity	White/European Descent	87%
	Other	13%
Gender	Female	37%
	Male	50%
	Did Not Respond	13%
Sexual Orientation	Gay, Lesbian, Bisexual, Pansexual, or Queer	13%
	Heterosexual	74%
	Chose Not to Respond	13%