

## LIMITED LICENSE LEGAL TECHNICIAN (LLLT) BOARD

### Meeting Minutes for July 10, 2023

Meeting held via Zoom  
1:00 p.m.

#### LLLT Board Members in Attendance:

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|--|--|
| <input checked="" type="checkbox"/> Sarah Bové                 | <input checked="" type="checkbox"/> Crystal Lambert    |
| <input checked="" type="checkbox"/> Margaret Bridewell         | <input checked="" type="checkbox"/> Phyllis Lykken     |
| <input checked="" type="checkbox"/> Jennifer Bull              | <input type="checkbox"/> Thomi Manker                  |
| <input checked="" type="checkbox"/> Christy Carpenter          | <input type="checkbox"/> Carolyn McKinnon (ex officio) |
| <input checked="" type="checkbox"/> Steve Crossland, Chair     | <input type="checkbox"/> Jennifer Ortega               |
| <input checked="" type="checkbox"/> John Darling               | <input type="checkbox"/> Athan Papailiou               |
| <input type="checkbox"/> Deanna George                         | <input checked="" type="checkbox"/> Amy Riedel         |
| <input checked="" type="checkbox"/> Nancy Ivarinen, Vice Chair | <input checked="" type="checkbox"/> Nicole Searing     |

#### Liaisons in Attendance

- Sunitha Anjivel, BOG Liaison
- Lauren Boyd, 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
- Kat Skinner, Law Clerk Lead
- Anne Trent, Paralegal

### PUBLIC SESSION

#### Call to Order / Preliminary Matters

The meeting was called to order at 1:05 p.m. by Chair Steve Crossland.

#### Meeting Minutes

The Board approved the May 8, 2023, meeting minutes.

#### Mandatory Supplemental Education

Nancy Ivarinen discussed upcoming CLE that is scheduled to take place on September 18, 2023. The CLE will be offered in-person, via Zoom, and a recording will be available for a later viewing for LLLTs that are unable to attend the live session. The CLE will be required to be completed by February 1, 2025. The CLE Committee is discussing hosting a live remote viewing in Spokane so LLLTs in Eastern Washington don't feel so isolated. The Board voted to approve making the CLE mandatory in accordance with APR 28 Regulation 3C.



**Real Estate Property Division Form**

Sarah Bové updated the Board on the progress of the Real Estate Property Division Form. She informed the Board that there were minor edits made to the form and the instructions, and both are now complete. The Board voted to approve the updated form and instructions. The Board discussed making the updated form effective on the same as the mandatory CLE.

**LLLT Board Nominations for FY24**

Amy Riedel informed the Board that Margaret Bridewell and Crystal Lambert applied for a second term as members of the LLLT Board. Steve Crossland was nominated to remain Chair of the LLLT Board. The Board voted to approve all nominations.

**APR 28 Proposed Amendments Status Update**

Renata de Carvalho Garcia, Chief Regulatory Counsel, informed the Board that no action was taken by the Supreme Court at their June en banc regarding the proposed amendments to APR 28.

**Outreach and Press Update**

Christy Carpenter was invited to present at the ABA's Access to Justice Commission Chairs meeting scheduled to take place November 1-2, 2023 in Columbus, Ohio. Amy Riedel informed the Board that the college she works with still has students who are interested in the LLLT program. The Board discussed that Colorado and Oregon will begin licensing paraprofessionals in the upcoming months. Christy informed the Board that there are advances being made at the federal level to allow non-attorney practice, especially in immigration law.

**Status of LLLT License**

Steve Crossland informed the Board that he would still like to gather information regarding LLLT clients. Christy Carpenter stated that she recently saw a news article about data science majors needing topics to gather research for in order to complete their degrees, so she will try to get in contact with a professor to see if someone working on a data science degree will gather LLLT client information for the Board.

**Adjournment**

Meeting adjourned at 2:00 p.m. by Chair Steve Crossland

Respectfully submitted,

Renata de Carvalho Garcia,  
Acting as WSBA Staff Liaison to LLLT Board for this meeting