



# Washington Young Lawyers Committee

**Washington Young Lawyers Committee | Spokane, WA**

**Saturday, April 1, 2017 | 9:30 a.m. – 2:00 p.m.**

*Conference Call Option Available: 1.866.577.9294 | Participant Code: 57240*

## AGENDA

- |            |  |  |
|------------|--|--|
| 9:30 a.m.  | Introductions & Approval of the minutes  | Paul Webber, Chair   |
| 9:45 a.m.  | Limited License Legal Technician Presentation  | Jeanne Dawes, Limited License Legal Technician Board member and Ellen Reed, WSBA staff |
| 10:30 a.m. | WSBA new lawyer/law student presentation   | Lynda Foster & Destinee Evers, WSBA staff  |
| 11:00 a.m. | Subcommittee Reports <ul style="list-style-type: none"> <li>• As requested</li> </ul>  | Subcommittee chairs  |
| 11:30 a.m. | WYLC outreach <ul style="list-style-type: none"> <li>• Tri-cities event</li> <li>• Report back: luncheon</li> <li>• Report back: YWCA mock trials</li> <li>• Report back: ABA meeting</li> <li>• Local bar outreach</li> </ul> | Paul Webber, Chair   |
| 12:00 p.m. | Break for lunch  |  |
| 12:30 p.m. | 2017 goals review, 2018 goals preview  | Paul Webber, Chair   |
| 1:00 p.m.  | WYLC workshop on 2018 projects and goals   | All  |
| 2:00 pm.   | Adjourn  |  |

## **FY 2017 WYLC Schedule**

October 1, 2016	Meeting: 9:00 a.m. – 2:00 p.m.	WSBA Offices, Seattle
December 3, 2016	Meeting: 9:30 a.m. – 2:00 p.m.	WSBA Offices, Seattle
February 4, 2017	Meeting: 9:30 a.m. – 2:00 p.m.	WSBA Offices, Seattle
April 1, 2017	Meeting: 9:30 a.m. – 2:00 p.m.	Lukins & Annis, PS, Spokane
June 10, 2017	Meeting: 9:30 a.m. – 2:00 p.m.	TBD, Tri-cities
August 5, 2017	Meeting: 10:00 a.m. – 2:30 p.m.	WSBA Offices, Seattle



# Washington Young Lawyers Committee

## 2016-2017 Committee Roster

<p><b>Paul Webber, Chair</b>  <a href="mailto:paul@wblawfirm.com">paul@wblawfirm.com</a>  Woods &amp; Brangwin PLLC  PO Box 4378  Wenatchee, WA 98807   509.663.3915  Term: 10/1/2014 – 9/30/2017</p>	<p><b>Mike Mocerì, Chair-elect</b>  <a href="mailto:mike@mocerilaw.com">mike@mocerilaw.com</a>  The Law Office of Mike Mocerì  PO Box 111804  Tacoma, WA 98411-1804   888-510-1961  Term: 10/1/2015 – 9/30/2018</p>
<p><b>Helen Ling, Past Chair</b>  <a href="mailto:helen@ling-liang.com">helen@ling-liang.com</a>  Ling &amp; Liang, PLLC  671 S Jackson St, Suite 201  Seattle, WA 98104   206.430.5087  Term: 10/1/2015 – 9/30/2017</p>	<p><b>Jacob Brennan</b>  <a href="mailto:jbrennan@lukins.com">jbrennan@lukins.com</a>  Lukins &amp; Annis, PS  717 W Sprague Ave, Ste 1600  Spokane, WA 99201   (509) 455-9555  Term: 10/1/2016 – 9/30/2019  <i>At-Large</i></p>
<p><b>Kjersti Stroup</b>  <a href="mailto:kjertistroup@gmail.com">kjertistroup@gmail.com</a>  Dfi-Securities Division  PO Box 9033  Olympia, WA 98507   425.501.3826  Term: 10/1/2014 – 9/30/2017  <i>At-Large</i></p>	
<p><b>Jakob McGhie</b>  <a href="mailto:jakob@centralialaw.com">jakob@centralialaw.com</a>  Althausen Rayan Abbarno, LLP  114 W Magnolia St.  Centralia, WA 98531-4316   360.736.1301  Term: 10/1/2015 – 9/30/2018  <i>Greater Olympia Region</i></p>	<p><b>Whitny Norton</b>  <a href="mailto:whitny@pyklawyers.com">whitny@pyklawyers.com</a>  Piskel Yahne Kovarik PLLC  522 W Riverside Ave., Ste. 410  Spokane, WA 99201-0519   509.321.5930  Term: 10/1/2014 – 9/30/2017  <i>Greater Spokane Region</i></p>
<p><b>Kim Sandher</b>  <a href="mailto:kim@raoandpierce.com">kim@raoandpierce.com</a>  Rao &amp; Pierce, PLLC  2411 14<sup>th</sup> Ave. S  Seattle, WA 98144-5014   206.721.8880  Term: 10/1/2015 – 9/30/2018  <i>King County</i></p>	<p><b>Alice Bagirova</b>  <a href="mailto:alice@northwestlawgroup.com">alice@northwestlawgroup.com</a>  4584 144th Ave SE  Bellevue, WA 98006   (734) 606-9529  Term: 10/1/2016 – 9/30/2019  <i>King County</i></p>
<p><b>Andrew Van Winkle</b>  <a href="mailto:abvw@uw.edu">abvw@uw.edu</a>  Chelan County Prosecutor's Office  PO Box 2596  Wenatchee, WA 98201   (509) 667-6271  Term: 10/1/2016 – 9/30/2017  <i>North Central Region</i></p>	<p><b>Sarah Fleming</b>  <a href="mailto:sarah@sarahfleminglaw.com">sarah@sarahfleminglaw.com</a>  Fleming Law Firm, PLLC  720 Main Street, Suite 230  Mount Vernon, WA 98273   360.848.8448  Term: 11/17/2014 – 9/30/2017  <i>Northwest Region</i></p>

<p><b>Geoff Arnold</b>  <a href="mailto:geoffalanarnold@gmail.com">geoffalanarnold@gmail.com</a>          PO Box 668          Cosmopolis, WA   360.591.6249          Term: 10/1/2015 – 9/30/2018  <i>Peninsula Region</i></p>	<p><b>Russell Knight</b>  <a href="mailto:rknight@smithalling.com">rknight@smithalling.com</a>          Smith Alling PS          1501 Dock St.          Tacoma, WA 98402-3209   253.627.1091          Term: 10/1/2014 – 9/30/2017  <i>Pierce County</i></p>
<p><b>Colin McMahon</b>  <a href="mailto:cmcmahon@everettlaw.org">cmcmahon@everettlaw.org</a>          Everett Law Group          3232 Oakes Ave          Everett, WA 98201   (425) 512-9731          Term: 10/1/2016 – 9/30/2019  <i>Snohomish County</i></p>	<p><b>Ryan Griffie</b>  <a href="mailto:ryan@lbplaw.com">ryan@lbplaw.com</a>          Larson Berg &amp; Perkins          105 N. 3<sup>rd</sup> St.          Yakima, WA 98901-2704   509.457.1515          Term: 10/1/2015 – 9/30/2018  <i>South Central Region</i></p>
<p><b>Derek Johnson</b>  <a href="mailto:derek@gravislaw.com">derek@gravislaw.com</a>          710 George Washington Way, Ste A          PO Box 840          Richland, WA 99352   (509) 380-9102          Term: 10/1/2016 – 9/30/2019  <i>Southeast Region</i></p>	<p><b>Chelsie Elliott</b>  <a href="mailto:celliott@navigatelawgroup.com">celliott@navigatelawgroup.com</a>          Navigate Law Group          101 E 8th St, Ste 260          Vancouver, WA 98660   (360)216-1098 ext. 1002          Term: 10/1/2016 – 9/30/2019  <i>Southwest Region</i></p>

<p><b>Sean Davis, BOG Liaison</b>  <a href="mailto:smvd.esq@gmail.com">smvd.esq@gmail.com</a>          Pierce County Prosecutor's Office          955 Tacoma Ave. S., Ste. 301          Tacoma, WA 98402-2160   253.798.6514          WSBA Board of Governors, At-Large</p>	<p><b>Lynda Foster</b>  <a href="mailto:lyndaf@wsba.org">lyndaf@wsba.org</a>          Washington State Bar Association          Advancement Department          1325 4<sup>th</sup> Ave., Ste. 600          Seattle, WA 98101   206.733.5905</p>
<p><b>WA Young Lawyers Committee List Serve</b></p>	<p><a href="mailto:wylcommittee@list.wsba.org">wylcommittee@list.wsba.org</a></p>
<p><b>WSBA New &amp; Young Lawyers List Serve</b></p>	<p><a href="mailto:newlawyers@list.wsba.org">newlawyers@list.wsba.org</a></p>

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# Washington Young Lawyer Committee

## WYLC Subcommittees 2016 - 2017

### Liaisons

<b>BOG Meeting Attendance</b> <i>Ensure WYLC member attendance at every BOG meeting</i>		
Sean Davis	Chair	<a href="mailto:smvd.esq@gmail.com">smvd.esq@gmail.com</a>

### COMMUNITY

<b>Outreach and Budget</b> <i>Set the agenda for outreach events across the state to educate and inform new and young lawyers. Track funds dedicated to WYLC outreach events and meetings.</i>		
Russell Knight	Chair	<a href="mailto:rknight@smithalling.com">rknight@smithalling.com</a>
Paul Webber		<a href="mailto:paul@wblawfirm.com">paul@wblawfirm.com</a>
Andrew Van Winkle		<a href="mailto:abvw@uw.edu">abvw@uw.edu</a>
Ryan Griffiee		<a href="mailto:ryan@lbplaw.com">ryan@lbplaw.com</a>
Helen Ling		<a href="mailto:helen@ling-liang.com">helen@ling-liang.com</a>
Goals: <ul style="list-style-type: none"> <li>• Hold outreach and educational events across the state.</li> <li>• Educate and inspire new and young lawyers.</li> <li>• Track the budget for meeting expenses, outreach and other events to efficiently use WSBA resources.</li> </ul>		

### LEADERSHIP

<b>Leadership</b> <i>Administers the Public Service and Leadership Award and American Bar Association attendance scholarship and awardee recognition. Selects ABA new lawyer delegates. Explores leadership opportunities and support for new/young lawyers in Washington.</i>		
Kjersti Stroup	Chair	<a href="mailto:kjertistroup@gmail.com">kjertistroup@gmail.com</a>
Russell Knight		<a href="mailto:rknight@smithalling.com">rknight@smithalling.com</a>
Jacob Brennan		<a href="mailto:jbrennan@lukins.com">jbrennan@lukins.com</a>
Helen Ling		<a href="mailto:helen@ling-liang.com">helen@ling-liang.com</a>
Zachary E. Davison		<a href="mailto:davison.zach@dorsey.com">davison.zach@dorsey.com</a>
Goals: <ul style="list-style-type: none"> <li>• Getting a strong pool of candidates for the Public Service award and ABA scholarships</li> <li>• Awarding the PS Award Quarterly</li> <li>• Helping people attend the ABA Midyear and Annual Conferences</li> </ul>		

### EMPLOYMENT

<b>Mentorship</b> <i>Work with the bar to produce "episodic mentorship events" and explore other mentorship opportunities for new/young lawyers.</i>		
Whitny Norton	Chair	<a href="mailto:whitny@pyklawyers.com">whitny@pyklawyers.com</a>

Sarah Fleming	<a href="mailto:sarah@sarahfleminglaw.com">sarah@sarahfleminglaw.com</a>
Geoff Arnold	<a href="mailto:geoffalanarnold@gmail.com">geoffalanarnold@gmail.com</a>
Goals:	
<ul style="list-style-type: none"> <li>• Hold Mentorship Mixers throughout the state</li> <li>• Engage section leadership in hosting Mentorship Mixers</li> <li>• Come up with ideas to help new and young lawyers gain meaningful employment</li> </ul>	

<b>Incubator Program</b>	
<i>Engage in high level discussions on incubator programs and assess the WYLCs place in this endeavor.</i>	
Mike Mocerri	Chair <a href="mailto:mike@mocerilaw.com">mike@mocerilaw.com</a>
Derek Johnson	<a href="mailto:derek@gravislaw.com">derek@gravislaw.com</a>
Chelsie Elliott	<a href="mailto:celliot@navigatelawgroup.com">celliot@navigatelawgroup.com</a>
Paul Webber	<a href="mailto:paul@wblawfirm.com">paul@wblawfirm.com</a>
Alice Bagirova	<a href="mailto:alice@northwestlawgroup.com">alice@northwestlawgroup.com</a>
Goals:	
<ul style="list-style-type: none"> <li>• Complete Business Plan Drafted By August, 2017</li> <li>• Outreach to WSBA, Law Schools, Philanthropists, Big Box Stores, Law Firms, Chambers of Commerce, and Tech Companies for Support and Resources</li> </ul>	

<b>Recruiting, Retention, and Retiring</b>	
<i>Partner with the Oregon YLD in planning and executing the “Northwest Regional Summit: Rural Practice – Recruiting, Retention, and Retiring.”</i>	
Jacob Brennan	Chair <a href="mailto:jbrennan@lukins.com">jbrennan@lukins.com</a>
Jakob McGhie	<a href="mailto:jakob@centralialaw.com">jakob@centralialaw.com</a>
Ryan Griffie	<a href="mailto:ryan@lbplaw.com">ryan@lbplaw.com</a>
Goals:	
<ul style="list-style-type: none"> <li>• Connect with Oregon New Lawyer Division (ONLD) Leadership regarding current status of plans</li> <li>• Meet with ONLD counterparts prior to 2016 year end</li> <li>• Apply for ABA YLD funding</li> <li>• Plan a Hood River, OR, Regional Summit</li> </ul>	

## DEBT

<b>Debt and New Lawyer Benefits</b>	
<i>Brainstorm and research options and look for opportunities to encourage WSBA to “provide low-cost and free professional resources to new/young lawyer,” including exploring how to give new lawyers access to a brief bank and financial planning services. Inform WSBA’s LOMAP what would be beneficial services for new lawyers.</i>	
Kim Sandher	Chair <a href="mailto:kim@raoandpierce.com">kim@raoandpierce.com</a>
<b>Colin McMahon</b>	<a href="mailto:cmcmahon@everettlaw.org">cmcmahon@everettlaw.org</a>
Chelsie Elliott	<a href="mailto:celliot@navigatelawgroup.com">celliot@navigatelawgroup.com</a>
Derek Johnson	<a href="mailto:derek@gravislaw.com">derek@gravislaw.com</a>
Andrew Van Winkle	<a href="mailto:abvw@uw.edu">abvw@uw.edu</a>
Goals:	
<ul style="list-style-type: none"> <li>• Identify brief banks that currently exist in WA (e.g. sections of the bar, local county bar associations, area of law committees, etc.)</li> <li>• Research student loan debt forgiveness options currently available</li> <li>• Have resource packages sent out as part of quarterly contact emails</li> <li>• Produce a free NLE with a CPA focusing on solo and small firm, as well as student loan tax issues</li> <li>• Research financial planning services already offered by other bar associations or committees</li> </ul>	



## Washington Young Lawyers Committee

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Washington Young Lawyers Committee | Seattle, WA  
Saturday, February 4, 2017 | 9:30 a.m. – 2:00 p.m.  
Meeting Minutes - **DRAFT**

**Present:** Paul Webber; Colin McMahon; Mike Mocerri; Chelsie Elliott; Russell Knight; Kjersti Stroup; Geoff Arnold; Andrew Van Winkle.

**Phone:** Derek Johnson; Jakob McGhie; Ryan Griffie; Helen Ling

**Absent:** Kim Sandher (excused); Sarah Fleming (excused); Alice Bagirova (excused); Whitney Norton (excused); Jacob Brennan (excused)

**WSBA Staff:** Lynda Foster, Ana Selvidge, Destinee Evers

**Board of Governors (BOG) Liaison:** Sean Davis

**Guests:** SSPS Liaison Jordan Couch; Zachary E. Davison; Health Law Section Liaison Traci McCall (phone).

### **9:35 a.m. Welcome, Introductions & Approval of the Minutes**

Paul Webber called the meeting to order. Andrew Van Winkle moved to approve the minutes; Kjersti Stroup seconded. The committee voted to approve the moments unanimously.

### **WSBA New Lawyer Programs Presentation**

Lynda Foster presented on WSBA new lawyer programming and the WYLC's role as ambassadors of WSBA programming and to partner with WSBA programs where there is need for new lawyer perspective.

### **WYLC Outreach Discussion**

#### *Reaching out to new/young lawyers in district*

Paul Webber suggested that the WYLC prepare a presentation that highlights benefits and opportunities for new lawyers that WYLC members could have copies of and use at events. Discussion centered on how to create or partner with an event to reach a broader audience of new and young lawyers. Lynda Foster offered to draft a presentation for the WYLC.

Lynda asked for other moments new lawyers would be receptive to information from WSBA. Andrew Van Winkle and Mike Mocerri recommend during the renewal process. Mike suggested having a way members could request additional information on certain programs while renewing their WSBA license. Lynda said she would take these comments back to WSBA staff for consideration.

Paul clarified that committee members should submit district reports two weeks prior to meetings.

#### *Events for offsite meetings—Spokane & Tri-cities*

Spokane: WYLC members discussed the timeline for outreach events while the committee is in Spokane for their meeting. The committee tentatively agreed to a 6:00 p.m. event on March 31, and a lunch with local BOG members during the meeting on April 1. The committee voted to spend up to \$500 from the outreach budget on these events.

Tri-Cities: Derek Johnson is researching possible locations for the Tri-city meeting and would like to coordinate an outreach event similar to what was done in Yakima last year. Paul Webber requested that Derek prepare a proposal for the next WYLC meeting.

### Hosting outside events

Helen Ling provides an overview of the Discussion regarding Children and Youth Awards Breakfast that the WYLC was invited to host a table at. Colin McMahon and Zachary E. Davison offered to coordinate filling a table for the event. Russell Knight encouraged Committee members volunteer to judge the YMCA Mock trial event during last weekend of March. Paul Webber asks that the next agenda include space for reports on these two events.

### Board of Governor Liaison Report

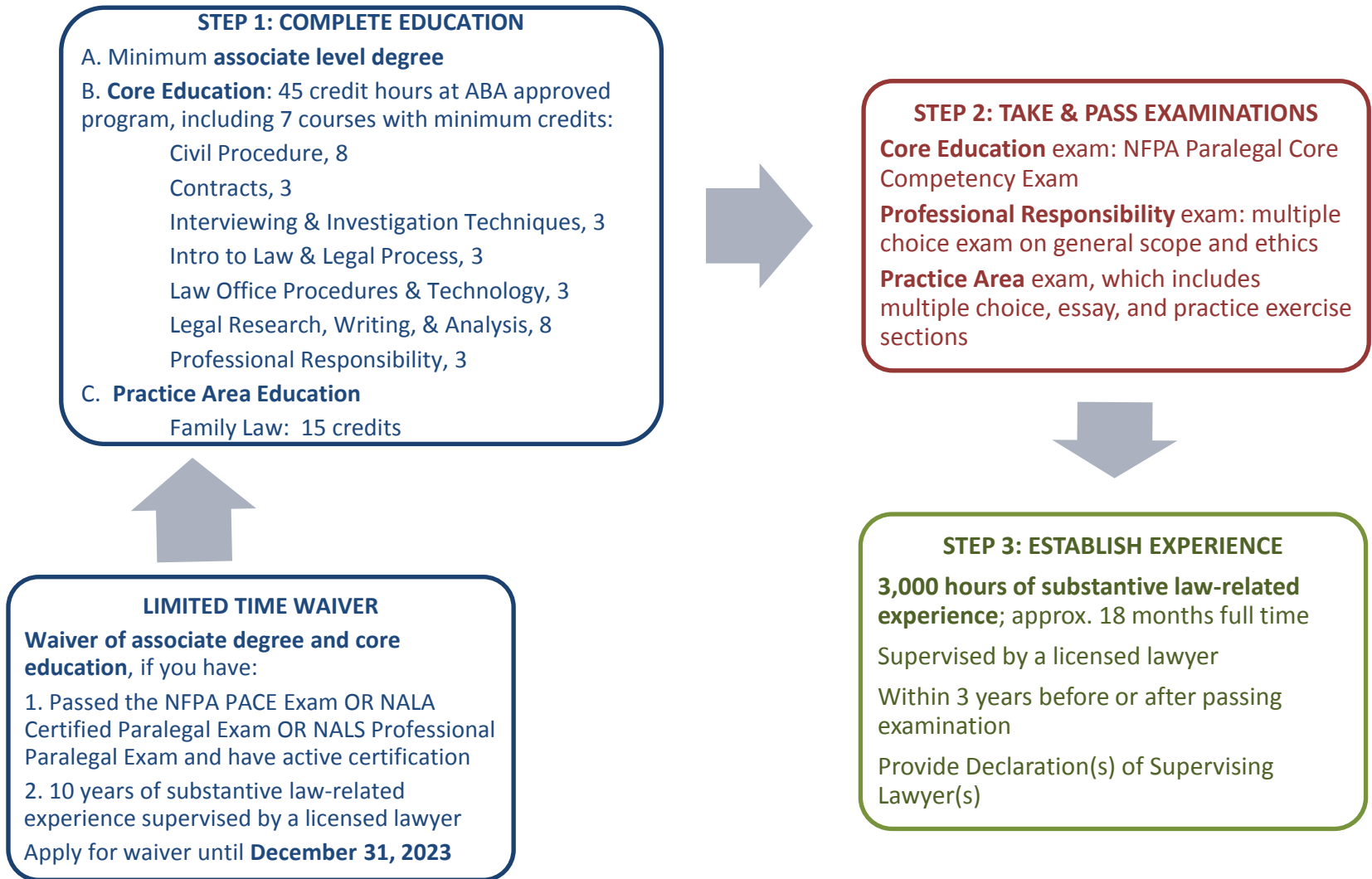
BOG Liaison Sean Davis reports on the Washington Supreme Court's Order on the license fee referendum and the BOG's decision not to move forward with a vote on the referendum. There was discussion on the process used to reach the decision not to hold a referendum vote. WYLC members shared feedback, including that the WYLC overwhelmingly disagreed with the decision to cancel the vote on the referendum, as it is at odds with the BOG's stated goal of facilitating communication. A suggestion was made by Russel Knight that the BOG may want to consider the impact of such decisions (even if the vote would be moot) on their stated communications goals. Sean recorded key points to share with the rest of the BOG. Sean also answered questions on a CLE petition circulating and the Article 11 update the BOG approved at their last meeting.

### Subcommittee Reports

- **Leadership:** There were four \$250 scholarships, and just two applications for the February conference. Both applicants qualified with good applications and the Leadership subcommittee decided to award each a \$500 scholarship. The subcommittee also received an application for the August conference, and is holding on to it. The Public Service Award process is in progress and the subcommittee will soon begin accepting applications for it.
- **RRR:** The subcommittee is discussing ideas with the Oregon New Lawyer Division, and trying to give themselves 18 months for planning. They are looking to other professions, e.g. the medical field, regarding practices for recruiting to rural areas.
- **Incubator:** The subcommittee is postponing the development of a business plan. They will instead work with staff to utilize a proposal process that WSBA staff is currently developing. To prepare for this, the subcommittee is developing an overview of the programming pieces a small, medium, and large incubator program would require.
- **Mentorship:** The team agreed to conduct a mentorship mixer in September, in partnership with MentorLink. They are considering Bellingham as a location.
- **Debt and new lawyer benefits:** Colin McMahon discussed progress with brief banks. The committee agreed that the project is shelved due to barriers creating a WYLC brief bank. The Law Office Management Assistance Program (LOMAP) may be able to pull together a list of external resources for brief banks and information may be able to be shared on WSBA's website or in a NW Sidebar blog post.
- **Outreach and Budget:** The WYLC discusses how to use the outreach line item to greater raise greater awareness of the WYLC and WSBA programs. The committee determines they would like to focus on larger events planned by the WYLC. There was discussion regarding the benefits of larger markets (Seattle/Spokane) versus geographically diverse areas. Paul Webber moves to appropriate \$500 to the Spokane meeting to be used for the social event being planned. Andrew Van Winkle seconded. Motion passes unanimously. Ryan Griffie proposes the WYLC purchase a banner for outreach events and agrees to work with Lynda Foster to research it.

### 1:35 p.m. Adjournment

Motion to adjourn brought, seconded, and passed.



\*Any discrepancy or conflict between the information provided here and the rules and regulations set by the Washington State Supreme Court, or the bylaws and policies of the Washington State Bar Association, is unintentional and will be resolved in favor of strict compliance with the rules, regulations, bylaws and policies.





## Limited License Legal Technician (LLLT) Program

### What is the purpose of the Limited License Legal Technician Program?

A Civil Legal Needs study conducted in 2003 confirmed that more than 80 percent of Washington's low- and moderate-income populations experienced a legal need and went without help because they couldn't afford it or didn't know where to turn. This program is intended to help meet the unmet civil legal needs in our society. This new level of legal service providers, referred to as Limited License Legal Technicians, can provide limited legal assistance under carefully regulated circumstances, expanding access and affordability for quality legal assistance. Some consider LLLTs the nurse practitioners of the legal world.

### What are the educational requirements for LLLTs?

LLLTs are highly trained in a specific area of law. They are subject to rigorous training, not unlike that of a lawyer. They must possess an associate's degree or higher, of which 45 credit hours are in a core curriculum for LLLTs, and complete practice area courses with curriculum developed by an ABA approved law school. Following completion of the required courses, students must take and pass three required exams; LLLTs must also acquire 3,000 hours of substantive law-related work experience supervised by a licensed lawyer prior to licensure.

### What kinds of services can a LLLT provide to clients?

The first LLLT graduates of the program are restricted to family law issues, though plans to expand the program to other practice areas are underway. LLLTs can't represent clients in court, but can help with filing restraining orders or divorce documents, drafting parenting plans or child custody agreements, and can support clients in the often confusing maze of filing necessary court documents and the processes and procedures associated with navigating the legal system.

### Doesn't this set up competition between lawyers and LLLTs?

Our current legal system leaves many people without legal support and nowhere to turn. A primary component of WSBA's mission is to serve and protect the public, and to fulfill that, our system must change. LLLTs are helping to lead that change by providing a level of access to our justice system that goes unmet. LLLTs won't replace lawyers. One can look at physicians and nurse practitioners as a model for different levels of service providers working together to fulfill a need.

### Who regulates LLLTs?

Under Supreme Court order, the Washington State Bar Association oversees regulation, licensure and discipline of LLLTs, not unlike the regulatory authority WSBA has over practicing lawyers in Washington state.

### Does this program negatively impact law school enrollment?

The practice area courses required for LLLTs were developed and are currently being delivered through a collaborative effort of Washington's three law schools. They support the LLLT program and acknowledge the need. They believe this program expands enrollment.

### If you have further questions or want to learn more, contact:

Washington State Bar Association  
206-443-9722  
question@wsba.org  
wsba.org/LLLT



## LIFE AFTER LAW SCHOOL

Presented by **Lynda Foster**, New Lawyer Program Specialist, and **Destinee Evers**, Law Office Management Assistance Program Specialist

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## WHAT CAN WSBA NEW LAWYER PROGRAMS DO FOR YOU?

- Networking events
- Mentorship
- Applied learning
- Help starting your career
- Financial planning resources
- Community & leadership roles



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## NETWORKING EVENTS SECTIONS, DIVERSITY AND MORE!



WASHINGTON STATE  
BAR ASSOCIATION

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**MENTORSHIP**

- MentorLink Mixers
- Broadcast episodes
- Curriculum

**MENTORSHIP CURRICULUM GUIDE**

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**APPLIED LEARNING**

-  WSBA Moderate Means Program
-  Complementary CLE program
-  WSBA Sections (\$18.75 law student rate)

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**STARTING YOUR CAREER**

<b>Career Center</b>	<b>Lawyers Assistance Program</b>	<b>Law Office Management Assistance Program</b>
Review posted jobs	Job search resources	Practice management consultation
Upload and manage your resume	Weekly job search group	Lending library
Phone Consultation		Practice education center

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# FINANCIAL PLANNING

- WSBA.org/newlawyers
- Watch for New Lawyer Education seminars developed by the Washington Young Lawyer Committee
- Joining WSBA soon? License fees reduced by 50% for first years of practice

[Return to previous slide](#)



**Student Loan Debt and Financial Management: Strategies for Today and into the Future (August 2016) [NLE160824-MP3 / NLE160824-F8V]**

Original Program Date: August 24, 2016  
 Duration: 7 hours, 35 minutes  
 Credits: Other: 2.50

List Price: \$120.00  
 Qty: 1 | Select media type | Add To Cart

[Purchase Agreement](#)

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# WSBA COMMUNITY & LEADERSHIP ROLES




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# LOMAP AND NEW LAWYERS

What Can We Offer You?



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## WHAT QUESTIONS ARE WE ANSWERING TODAY?

- WHAT IS LOMAP?
- HOW CAN YOU HELP ME START MY OWN FIRM?
- WHAT ABOUT OTHER RESOURCES?



WASHINGTON STATE  
BAR ASSOCIATION

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## WHAT IS LOMAP, ANYWAY?

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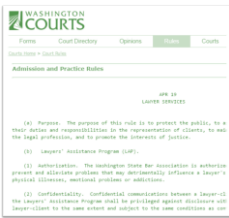
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THE LAW OFFICE MANAGEMENT ASSISTANCE PROGRAM



The Rule

- APR 19(d)

The Mission

- Help improve the quality and delivery of legal services

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THE LOMAP AUDIENCE



New  
Growing  
Transitioning

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THE LOMAP EMPHASIS




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THE LOMAP PORTFOLIO

# Practice Management and Service Delivery Education

1:1 Consultations

Resource Creation

External Referrals

Presentations + Engagement

WASHINGTON STATE BAR ASSOCIATION

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## CONSULTATIONS

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CONSULTATIONS WITH LOMAP



- Confidential
- Free
- Any time

WASHINGTON STATE BAR ASSOCIATION

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# LOMAP RESOURCES

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## LOMAP GUIDES



- Client File Retention Guide
- Law Office in a Box
- Firm Launch Guide

WASHINGTON STATE  
BAR ASSOCIATION

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## WSBA LENDING LIBRARY



- Confidential
- Free
- Anywhere

WASHINGTON STATE  
BAR ASSOCIATION

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WSBA MEMBER BENEFITS



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PRACTICE TRANSITIONS OPPORTUNITY



- Connect with attorneys transitioning out of practice
- Acquire a thriving practice with a book of business



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**REFERRALS**

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REFERRALS TO EXPERTS



- Practice Management Advisors
- Bookkeepers
- Business Entity Lawyers

WASHINGTON STATE  
BAR ASSOCIATION

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**CONCLUSION**  
Questions?



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## Washington Young Lawyers Committee

### **WYLC Subcommittee Report**

**DUE: 2 weeks prior to committee meeting**

Please submit report electronically to the WYLC Chair Paul Webber ([paul@wblawfirm.com](mailto:paul@wblawfirm.com)) and Staff Liaison Lynda Foster ([lyndaf@wsba.org](mailto:lyndaf@wsba.org)).

*WYLC Focus Areas:*

- support new/young lawyers as they transition to practice;
- connect new/young lawyers with the WSBA programs, services, and activities including pro bono and public service; and
- serve as a resource for new/young lawyers through membership outreach and leadership.

**Sub-Committee Topic: Leadership**

**Sub-committee Chair:** Kjersti

**Members:** Russell Knight, Jacob Brennan, Helen Ling, & Zach Davison

**1. Top three recent ways you helped accomplish the sub-committee's goal:**

1. Set a date for Public Service award applications to be due
2. Revised application materials
3. Notifications and materials were sent out regarding the award

**2. Any action item or feedback you are requesting from the full Committee:**

1. Please promote the award with your constituents.

**Sub-Committee Topic: Recruiting, Retention, Retiring**

**Sub-committee Chair:** Jacob Brennan

**Members:** Jakob McGhie, Ryan Griffiee

**1. Top three recent ways you helped accomplish the sub-committee's goal:**

1. Drafted / circulated ideas, agenda, goals for regional conference with our counterparts from the ONLD.
2. Spoke with ABA YLD Affiliate Assistance Team chair regarding funding from the ABA and application process for obtaining a grant. Received sample application and agenda materials from KS, MO, AR, OK regional summit.
3. Received draft agenda / conference planning guides from Lynda

**Any action item or feedback you are requesting from the full Committee:**

2. None at this time. We anticipate seeking input from the YLC once we've developed a proposed agenda / theme / timeline, likely to include programming assistance from other subcommittees on issues such as student loan debt and technology.



## Washington Young Lawyers Committee

### WYLC Representative Report

#### **DUE: 2 weeks prior to committee meeting**

Please submit report electronically to the WYLC Chair and Staff Liaison Lynda Foster ([lyndaf@wsba.org](mailto:lyndaf@wsba.org)).

#### *WYLC Focus Areas:*

- *support new/young lawyers as they transition to practice;*
- *connect new/young lawyers with the WSBA programs, services, and activities including pro bono and public service; and*
- *serve as a resource for new/young lawyers through membership outreach and leadership.*

**Member:** Jakob McGhie

**Region Represented:** Greater Olympia

#### **1. Top three recent ways you helped accomplish WYLC's focus areas:**

1. I was elected Vice President of the Lewis County Bar Association, to follow as President in 2018. As Vice President, I am making concerted efforts on behalf of the bar to reach out to the New and Young attorneys in Lewis County and promote greater participation in bar matters, both at the local level and with the WSBA.
2. Attended local bar event, and discussed the matter of the bar dues petition with members, including updating them on the work and discussions held by the committee.
3. Met the incoming chair of the Thurston County New Lawyers Division, and discussed coordinating networking and social events for New and Young Lawyers in Thurston and Lewis counties.
4. Attended the WSBA Community Networking event at Ramblin' Jacks in Olympia, as a representative from the YLC, and informed the attendees of the work being performed by the Committee.

#### **2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

1. Thurston County Young Lawyers Division Meeting, First Tuesday of each month in Olympia, WA.
2. Lewis County Bar lunch meeting. TBA March 2017 at the Shire Restaurant in Chehalis, WA.
3. TBA swearing in Ceremony for New Attorneys in Thurston County.
4. WSBA Community Networking Event. March 23, 2017, 5:00pm-7:00pm. Ramblin' Jacks Restaurant, 520 4<sup>th</sup> Ave, Olympia, WA.

**3. Any additional items to report or future agenda items:**

None at this time.

**Member:** KJERSTI STROUP

**Region Represented:** AT-LARGE

**1. Top three recent ways you helped accomplish WYLC's focus areas:**

1. Corresponded with Lynda and the group regarding the public service award
2. Worked to schedule another subcommittee call
3. Spoke with new lawyers about the WYLC and how it can connect them with services

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

**3. Any additional items to report or future agenda items:**

The Public Service Award deadline is May 5. We will be awarding five nominees with the award. Please let your constituents know!

**Member:** Geoff Arnold

**Region Represented:** Peninsula

**1. Top three recent ways you helped accomplish WYLC's focus areas:**

1. Volunteering once a month to provide pro bono legal services to indigent individuals in Grays Harbor County.
2. Ensured Grays Harbor County Bar Members were made aware of the judicial opening of Westport Municipal Court and Head of the Mason County Public Defender's office.

3. Planning a discussion regarding LLLT's with the Grays Harbor County Bar Association, planning a GHCBA meeting in general for several purposes.

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

1. There is a young professionals meeting in Grays Harbor County that takes place one time per month at a restaurant in Grays Harbor.
2. A meeting is being planned to discuss ongoing WSBA matters with GHCBA members at an upcoming date.
- 3.

**3. Any additional items to report or future agenda items:**

Not at this time, no.

**Member:** Andrew Van Winkle

**Region Represented:** NCW

**1. Top three recent ways you helped accomplish WYLC's focus areas:**

1. Successfully convinced a new lawyer in my office to show up for the monthly Chelan-Douglas Young Lawyers meeting
2. Sent invitations to the Spokane WYLC meeting and social to young lawyers who I know in the Spokane area.

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

**3. Any additional items to report or future agenda items:**

**Member:** Chelsie Elliott

**Region Represented:** Southwest

**1. Top three recent ways you helped accomplish WYLC's focus areas:**

1. Discussion and outreach with new attorneys in the area at Young Lawyer Section events.
2. Discussions with CCBA Young Lawyers Section President re outreach to young attorneys.

3. Attend and speak at WSBA Community Networking Event re WSBA YLC.

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

1. March 23, 2017 – CCBA Social Hour – 5:00 pm – Shanahan’s Pub and Grill (209 W McLoughlin Blvd, Vancouver, WA 98660)

2. March 25, 2017 – CCBA Young Lawyer Section Social – 7:00 pm – Portland Trail Blazer’s game - Moda Center (1 N Center Ct St, Portland, OR 97227)

3. June 14, 2017 – Beer and Justice – 5:00 pm to 7:00 pm – Location: TBD

**3. Any additional items to report or future agenda items:**

N/A.

**Member:** Colin McMahon

**Region Represented:** Snohomish County

**1. Top three recent ways you helped accomplish WYLC’s focus areas:**

1. Attempted to host roundtable for members of the criminal defense bar in Snohomish County, but many people were not available and it fell apart.

2. Co-hosted, with Zach Davison, a table at the Center of Children and Youth Justice awards breakfast. Aside from myself and Zach, the other guests at the table were young lawyers from various practice areas.

3.

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

**3. Any additional items to report or future agenda items:**

**Member:** Ryan Griffie

**Region Represented:** South Central

**1. Top three recent ways you helped accomplish WYLC’s focus areas:**

1. working to get my firm to hire more associates.

2. participated in subcommittee calls
3. Discussed obtaining Banner for committee events

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

1. I'm still planning on doing a local bowling event soon.

**3. Any additional items to report or future agenda items:**

**Member:** Russell Knight

**Region Represented:** Pierce County

**1. Top three recent ways you helped accomplish WYLC's focus areas:**

1. Spoke to student competitors YMCA Mock Trial state championships on behalf of the WYLC about the practice of law.
2. Met with two new attorneys looking for jobs in the Tacoma area.
3. Attended the WSBA Community Networking event in Tacoma on February 16.

**2. Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration:**

1. Pierce County Young Lawyers are hosting a law day series the week of May 1 speaking in high school classrooms. Washington Solicitor General Noah Purcell will speak at the Law Day lunch on May 5.

**3. Any additional items to report or future agenda items:**

General discussion of the budget request for the 2018 WSBA year.



**WSBA COMMITTEE/BOARD ANNUAL REPORT – FY16**

<p><b><u>Name of the Committee/Board:</u></b></p> <p>Chair: Helen Ling</p> <p>Staff Liaison: Lynda Foster</p> <p>BOG Liaison: Sean Davis</p>	
<p><b>Purpose:</b></p> <p>(1) To support new/young lawyers as they transition to practice;</p> <p>(2) to connect new/young lawyers with the WSBA programs, services, and activities including pro bono and public service; and</p> <p>(3) to be a resource for new/young lawyers through membership outreach and leadership.</p>	
<p><b>2015-2016 Accomplishments and Work in Progress:</b></p> <p>Employment</p> <ol style="list-style-type: none"><li>1. The WYLC initiated a partnership with MentorLink and began plans to co-host a pilot <b>“Episodic Mentorship Event”</b> in Seattle. The event that will be offered is a structured setting for experienced and novice lawyers to meet and seek out organic mentee/mentor relationships.</li><li>2. The WYLC did a <b>“landscape analysis of Incubator programs”</b> across the United States in the hopes of developing a similar program for Washington State based on tested models. A report will be available by August, 2016, with planning and development to commence next fiscal year.</li><li>3. WYLC member hosted <b>“Professional development CLE trainings”</b> in Wenatchee with the Tapping the Middle: Growing your Practice in a Moderate Means Market webinar series.</li></ol> <p>Debt</p> <ol style="list-style-type: none"><li>1. The WYLC researched options to <b>“provide low-cost and free professional resources to new/young lawyers.”</b> It is our belief that WSBA can directly reduce the financial burden associated with the profession by offering low-cost to free resources lawyers rely on in their practice. Projects included:<ol style="list-style-type: none"><li>a. Research on options to make a brief bank available to WSBA members who are new and young lawyers. The Brief Bank subcommittee contacted volunteer legal associations to inquire about partnerships and provided valuable feedback and perspective on vendors LOMAP contracts with to offer brief-bank like resources,</li></ol></li></ol>	

- b. A request to LOMAP to investigate options to offer one-on-one financial planning assistance, and
  - c. The Debt subcommittee created and disseminated a flyer that highlight key resources WSBA already provides.
2. The WYLC Debt Subcommittee partnered with WSBA’s New Lawyer Education to develop a **“Financial Planning NLE Seminar”** to be offered free to new lawyers within their first four years of practice.

#### Community

1. The WYLC created **“Across the State Outreach”** events tied to new lawyer activities to introduce the WYLC and its work to the broader new/young lawyer community. New/young lawyers were invited to join us at networking events in Seattle and Chehalis. A larger social and educational activity was planned in correlation with the WYLC meeting in Yakima that connected local new/young lawyers with WYLC members from across the state. The WYLC continued to assist with outreach to new and young lawyers to increase attendance at WSBA’s Open Section Night, and hosted a networking event after the Open Section Night event in Seattle.
2. The WYLC reviewed the WSBA **“bylaw criteria that currently defines a new and young lawyer.”** The new lawyer definition subcommittee did a broad survey of new and young lawyer definitions and recommended no change to the current definition.

#### Leadership

1. The WYLC combined its past local leader and public service awards into the **“Public Service and Leadership Award”** to be given to five New/young lawyers who demonstrate exceptional leadership and service. Awards are selected and distributed at the August WYLC meeting.
2. The committee discussed how to best utilize its scholarship funds and approved a change to how they select and sponsor the **“American Bar Association Young Lawyer Division Delegate for Washington.”** Two scholarship recipients were selected and received reimbursement upon completing a post-conference survey to be shared with the WYLC.

#### 2016-2017 Goals:

##### Employment

1. The WYLC intends to host **“Episodic Mentorship Events,”** starting with a pilot event in Seattle. The committee seeks to create structured programs to introduce experienced and novice attorneys to one another and allow for organic mentor/mentee relationships to form. The event will also be used to promote registering with ALPs attorney match and the MCLE guidelines for creating a self-structured mentorship program in collaboration with WSBA MentorLink.
2. The WYLC’s Recruitment, Retention and Retirement subcommittee will partner with the

Oregon YLD to partner in planning and executing the “**Northwest Regional Summit: Rural Practice – Recruiting, Retention, and Retiring.**” We intend to focus our efforts collaborating with other new/young attorneys to address these crucial issues that reach beyond the legal community in Washington State.

#### Debt

1. The WYLC will continue to brainstorm and research options and look for opportunities to encourage WSBA to “**provide low-cost and free professional resources to new/young lawyers.**” The focus will be on identifying the needs of new and young lawyers in order to request specific services from WSBA and WSBA’s LOMAP program, and to research resources provided by other legal communities that we may be able to replicate here in Washington State.

#### Community

1. “**Across the state outreach**” continues to be very important to the WYLC and we are hoping to include more networking events throughout the various regions to keep new/young lawyers apprised of WSBA resources and opportunities.
2. The WYLC would like to “**connect new/young lawyers with other professional communities**” such as financial planners and CPAs. Our goal is to connect new/young lawyers to other professionals to expand their resources for both their personal finances as well as resources for their clients

#### Leadership

1. The “**Public Service and Leadership Award**” will be a continued project for the WYLC. The committee feels that it is important to recognize outstanding new/young lawyers for their work. The subcommittee has formed the details of this award and it has succeeded at recognizing new/young lawyers for their efforts.
2. The WYLC intends to build on the success from past years’ “**American Bar Association Young Lawyer Division Delegate for Washington**” by continuing the ABA scholarship program. Scholarship recipients will report back to the WYLC and others at the WSBA who focus on programming for new and young lawyers with ideas for high-quality CLE and non-CLE workshops, networking and outreach events, and other tools that affiliate groups in other states have implemented in order to assist new and young lawyers.

#### **Please report how this committee/board is addressing diversity:**

(Are you using any of the tools provided by WSBA and if so, how? Have you sought out training or consultation from the Diversity Specialist? How have you elicited input from a variety of perspectives in your decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive, and eventually lead the profession?)

The WYLC is inviting WSBA diversity staff to their August meeting to present on diversity in the legal profession and how to create a culture of inclusion within the committee.

#### **Please report how this committee/board is addressing professionalism:**

(Does the committee/board’s work promote respect and civility within the legal community? Does it seek to improve relationships between and among lawyers, judges, staff and clients? Does it raise awareness about the causes and/or consequences of unprofessional behavior?)

The WYLC invited president-elect Robin Haynes to their December meeting to share a presentation on professionalism in the legal profession and how each WYLC member can be a representative of professionalism to the communities they represent. The WYLC leadership team is working with WSBA staff to create an on-boarding process for WYLC chairs and WYLC subcommittee chairs to set clear expectations of roles and professional expectations.

**Please report how this committee/board is integrating new and young lawyers into its work:**

(How have you brought new and young lawyers into your decision making process? Has the committee/board supported new and young lawyers by (for example) helping to find and prepare them for employment, assisting with debt management, building community, and providing leadership opportunities?)

The WYLC created subcommittees to address the four themes of: employment, debt, community, and leadership, and had each theme the focus of a WYLC meeting over the course of the year. Next year the WYLC will continue to work on these four topics and bring forward opportunities for new and young lawyers throughout Washington.

 <p><b>Washington Young Lawyer COMMITTEE</b></p>	<p><b>Committee Year at a Glance   2017 - 2018</b></p> <p><a href="#">In Person (typically 9:30 am – 2:00 pm)</a></p> <p>October December February April (travel) June (travel) August</p> <p><b>Teleconference Information: 1-866-577-9294   Pass Code 57240#</b> <b>WSBA Offices: 1325 4th Avenue, Suite 600, Seattle, WA 98101</b></p>
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## Employment

### **(WYLC initiative) Northwest Regional Summit – Date not set, 2018**

- ❖ The WYLC’s Recruitment, Retention and Retirement subcommittee will partner with the Oregon NLD to plan and execute the “Northwest Regional Summit: Rural Practice – Recruiting, Retention, and Retiring.” Funding is contingent on an ABA Subgrant and the ONLD’s budget. Efforts will focus on collaborating to address crucial issues that reach beyond the legal community in Washington State.

### **(MentorLink partnership) MentorLink Mixer – April 2018**

- ❖ MentorLink Mixers are episodic mentorship events that offer a structured setting for experienced and novice lawyers to meet and seek out organic mentee/mentor relationships. WSBA MentorLink invites the WYLC to partner to host a mixer in collaboration with one of the WYLC’s traveling meetings.

### **(MentorLink Partnership) MentorLink Curriculum Development Team – TBD**

- ❖ WSBA’s MentorLink programs will be expanding on the curriculum worksheets they launched in FY 2017. They will be seeking new and experienced volunteers to help develop the next round of curriculum.

### **(LOMAP partnership) Update how-to guides for practitioners - TBD**

- ❖ The Law Office Management Assistance Program will be developing guides similar to their “Law Office in a Box” resource. New lawyers are needed to serve on advisory groups to assist in development of these products. Topics that may be tackled include succession planning and how to open or close a law office.

## Debt

### **(LOMAP Partnership) Member benefit review – Late Spring/Early Summer**

- ❖ WSBA connects members with products and services at a discounted rate to help them improve the quality and delivery of their legal services. Each year, we evaluate current benefit providers and explore new options to incorporate into the program. The selection is done with a focus group of new lawyers and other legal professionals.

### **(CLE partnership) Hot Topic NLE – August 2018**

- ❖ The WSBA CLE team works with the WYLC to develop a 1 to 1.5 credit CLE on a topic of interest to new and young lawyers. WYLC members would serve as the development team to help brainstorm the topic and recruit faculty for the seminar.

### **(Public Service partnership) Moderate Means Program free CLEs - TBD**

- ❖ WSBA public service programs (PSPs) create CLEs to offer for free around the state in order to speak with local attorneys about the Moderate Means Program (MMP). PSPs could use assistance determining appealing CLE topics and advertising the CLE events to new and young lawyers. The dates and locations of the CLEs will be set by the Public Service team.

## Community

### **(NLP/Sections partnership) Open Sections Night – Fall (2017, FY 2018) and winter (2018)**

- ❖ WSBA hosts two Open Sections Nights each year to connect new legal professionals with WSBA’s 28 Sections. WYLC members are invited to attend to network with new and young lawyers and highlight the work of the committee.

**(Diversity/LOMAP partnership) Other Open Houses - TBD**

- ❖ Due to the success of WSBA Open Sections Night other program areas are considering whether or not to create Open House events, such as a WSBA Member Benefit night or a Minority Bar Association Night. These program areas would benefit from the WYLC representatives helping to share information about the event and attending to network and connect folks to the WYLC.

**(Diversity programs partnership) Community networking events - TBD**

- ❖ These outreach events focus on bringing WSBA presence and MBA information to outlying areas and inviting the participation of local members. The WSBA governor from the representative district, a representative of the WSBA Diversity Committee, and WSBA staff are on hand to present information and answer member questions. WYLC are invited to send a representative to share information about their work, and/or to help promote the event to their respective members.

**(MentorLink/Communications Partnership) Broadcast Project – November 2017, January 2018**

- ❖ WSBA is piloting a broadcast project to post audio files online, to be accessed and listened to similar to a podcast. The goal is to reach a broader audience of members, legal professionals, and law students who couldn't attend an event, program or service offered. The broadcast project will take existing programs and amplify the benefit/value to members across the state who couldn't attend. The WYLC could contribute a segment about the committee's work and new lawyer programming to the broadcast.

## Leadership

**(NLP/WYLC initiative) Outreach presentations –**

- ❖ WYLC members can be ambassadors for WSBA programs that benefit new lawyers. Staff will assist in crafting a presentation that each WYLC district representative can present on it in their district.
  - ❖ Greater Olympia – TBD
  - ❖ Greater Spokane – TBD
  - ❖ King County – TBD
  - ❖ North Central – TBD
  - ❖ Northwest – TBD
  - ❖ Peninsula – TBD
  - ❖ Pierce County – TBD
  - ❖ Snohomish County – TBD
  - ❖ South Central – TBD
  - ❖ Southeast – TBD
  - ❖ Southwest – TBD

**(WYLC initiative) Public Service & Leadership Award – Quarterly**

- ❖ The WYLC awards up to 5 Public Service & Leadership Awards to new/young lawyers to recognize them for their long-term public service and extraordinary contribution to the community.

**(WYLC initiative) ABA scholarships –**

- ❖ The WYLC intends to build on the success of past years ABA Scholarships. Scholarship recipients will report back to the WYLC and others at the WSBA who focus on programming for new/young lawyers with ideas for high-quality CLE and non-CLE workshops, networking & outreach events, and other tools that affiliate groups in other states have implemented in order to assist new/young lawyers.

Mid-year ABA meeting

Deadline: TBD

Annual ABA meeting

Deadline: TBD

**(WSBA partnership) BOG young lawyer vacancy – Timeline TBD**

- ❖ Need to gather details.

# Budget Overview & Process

The Budget and Audit Committee of the WSBA Board of Governors is responsible for developing the annual WSBA budget. The WSBA budget is a policy document and management tool that allocates funds to fulfill our regulatory responsibilities to protect the public, and to help members succeed in the practice of law.

## About the Budget

- The WSBA's fiscal year is Oct. 1–Sept. 30.
- The Budget and Audit Committee of the Board of Governors oversees the budgeting and financial matters of the Bar.
- The Bar's Chief Operations Officer [Ann Holmes](#) is responsible for the Bar's financial operations.
- WSBA oversees an annual operating budget of 18.6 million dollars.
- The budgeting processes begin as early as March by WSBA staff in preparation for the following fiscal year.
- The WSBA budget uses department codes, cost centers and line items to identify and organize programming of the bar.

## About the WYLC Budget

- WYLC is a line item in the New Lawyer Programs cost center.
- The current budget in this line item is allocated for meeting costs up to, \$15,000
- There are two additional line items in the New Lawyer Programs cost center that pertain to efforts of the WYLC:
  - \*ABA Award under Scholarship/Donations/Grants - \$2,000
  - New Lawyer Outreach Events - \$1,000
- The \*NLE Passes and the \*Public Service Leadership Awards are complimentary passes and are reflected as a cost to the New Lawyer Programs cost center.

*\*Clarification:* The original intent of the NLE Passes, Public Service Leadership Award and the ABA Scholarship was for committee members to give these benefits away to new and young lawyers in their districts. So that new and young lawyers could benefit broadly from the support and services the WSBA can offer. As leaders appointed to this committee there is an inherent conflict of interest if the committee gives these benefits and awards to themselves. Such expense requests will not be approved by WSBA staff.

## Budget Requests and Timeline

WSBA Staff, Ana Selvidge will prepare the New Lawyer Programming Cost Center in late March. Any budget increase, decrease or project request by the Committee must be made to Ana Selvidge by March 31, 2016. These requests must include the following information:

1. Total Amount Increase	
2. Intent or Purpose of Activities <ul style="list-style-type: none"><li>○ <a href="#">How does this fit in the WSBA strategic priorities?</a></li></ul>	
3. Outcomes or Return on Investment	