

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

Washington Young Lawyers Committee Meeting I Virtual Only

Saturday, November 13, 2021 | 12:00 p.m. – 4:30 p.m.

Via [Zoom](#) | Meeting ID: 817 0296 1177 | Passcode: 554013 | Call-in: 888-788-0099

AGENDA

- | | |
|---|--|
| 1. Welcome and Approval of September 2021 Meeting Minutes | Emily Ann Albrecht, WYLC Chair |
| 2. Introductions | Emily Ann Albrecht |
| 3. Board of Governors Liaison Update | Jordan Couch, Board of Governors Liaison |
| 4. An Introduction to the WSBA | Julianne Unite, Member Services and Engagement Manager
Curtiss Melvin, Member Engagement Specialist |
| 5. Public Records & Open Meetings Policy | Julianne Unite |
| 6. WYLC Goals & Projects | Emily Ann Albrecht |
| 7. Project Lead Presentations & Recruitment | Emily Ann Albrecht |
| 8. New Ideas for Next Meeting | Emily Ann Albrecht |
| 9. Adjournment | Emily Ann Albrecht |

2021 - 2022 WYLC Meeting Schedule

November 13, 2021	Meeting: 12:00 pm	Virtual
January 8, 2022	Meeting: 12:00 pm	Virtual
March 12, 2022	Meeting: 12:00 pm	Virtual/WSBA
May 14, 2022	Meeting: 12:00 pm	Virtual
July 16, 2022	Meeting: 12:00 pm	Virtual/Tacoma, WA
September 10, 2022	Meeting: 12:00 pm	Virtual

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

Washington Young Lawyers Committee | Via Zoom
Saturday, September 11, 2021 | 10:11 a.m. –1:15 p.m.
DRAFT Meeting Minutes

Present In-Person or Phone: Aaron Haynes, Alixanne Pinkerton, Alyssa Nevala, Brian Neuharth, Catherine Holm, Chelsie Elliott, Emily Ann Albrecht, Jordan Couch, Laura King, Marye Rebecca Scott, Zachary Bryant

Absent: Benjamin Hodges (unexcused), Brandon Holt (unexcused), Esther Hyun, Maha Jafarey (resigned 4/21/2021), Riley Moos, Zachary Davison.

WSBA Staff: Julianne Unite – Member Services and Engagement Manager, Curtiss Melvin – Member Engagement Specialist, Chelle Gegax – Member Services and Engagement Administrative Assistant

Board of Governors: Russell Knight

General Members: Meha Goyal (did not return from lunch)

Welcome/Introductions/Minutes/Plan for the Day

WYLC Chair Brian Neuharth called the meeting to order at 10:11 am. WYLC Members provided introductions and exchanged greetings. Brian explained that today's agenda will cover mostly representative reports and WSBA updates from liaisons and Board of Governor's (BOG) Liaison Russell Knight.

On motion by WYLC Past Chair Jordan Couch and seconded by WYLC Member Marye Rebecca Scott, the WYLC by unanimous vote (11-0-0) approved the July meeting minutes.

BOG Introduction/Update

Governor Russell Knight provided an update on the WSBA vaccine mandate policy. This policy was mostly uncontested by the Board of Governors (BOG). Governor Knight reported that the BOG did not authorize the request of WSBA staff to seek unionization. The BOG did not feel that it was in best interest of the WSBA, and that it would take authority and autonomy away from the Executive Director. The BOG also felt that it would divide employees and did not fit with the WSBA's mission. Governor Knight also advised that the requirement to disclose malpractice insurance prior to entering into a work agreement is now in effect. Jordan asked if there were updates on the structure of the bar, and what's going on there. Governor Knight responded that there was a work group at one time, but there were no recommended changes, that the WSBA is still an integrated bar like most bars in the western states. There are several cases that are coming up that may change that in the future, but as of now the general

view is that we are stronger together, integrated bar is a better option. WSBA would prefer to stay self-regulated as long as possible. Governor Knight advised that this was his last meeting as BOG liaison and welcomed Jordan into his new role.

WYLC Member Services and Engagement Manager Julianne Unite advised that the upcoming BOG meeting was scheduled for September 23-25, 2021.

WSBA Updates

WYLC Member Services and Engagement Specialist Curtiss Melvin provided an updated on the Young Lawyer Liaison (YLL) program. Incoming liaisons have been selected, and orientations are scheduled for 9/27, 10/1, and 10/4.

Curtiss also reported that Law student reps have been appointed. Jordan suggested inviting the new law student reps to the upcoming meeting. WYLC Chair Elect Emily Ann Albrecht asked to have their information sent to her, so that she could personally invite them to the next meeting.

Julianne added that reps are appointed by the law schools to liaise between WSBA and their schools and work directly with Curtiss for multiple projects. Julianne also added more information on what the YLL program is and where it came from.

Julianne commented that it is the last meeting of the fiscal year. In the meeting materials packet, you will see the current annual report for FY20. There is a new annual report template for FY21. This report is due October 15. Traditionally, chair and chair elect work together and then solicit other input from other WYLC members regarding what occurred and what to include in the annual report. Curtiss will work directly with Brian and Emily to see who takes the lead on the annual report.

Julianne also commented on the vaccine mandate. This mandate applies to volunteers working with the WSBA in a volunteer capacity and staff are also subject to it. There are instructions on how to submit vaccine verification on the WSBA website and can be submitted at any time. Information can be found on the WSBA website under Connect & Serve.

Brian reminded the WYLC to submit expense reports from last meeting as it was in person, and to submit for this meeting as well.

Julianne reminded committee members to follow up with herself or Curtiss to be sure what is a covered expense and what is not and reminded that the expense reports can be found on the volunteer toolbox and to send in all reports before the end of the fiscal year. If reports for FY21 are received after 10/15/21, the expenses may not be reimbursed.

Representative and Project Reports

Aaron Haynes: WYLC Member Aaron Haynes advised nothing to report on ABA/YLD at this time. Jordan asked if the upcoming ABA meeting would be in person or virtual. Aaron advised that it would virtual.

Brian commented that the Feb 2022 ABA meeting would be held in Seattle. Brian also commented that it would be beneficial for the WYLC to co-host a social event during this time.

Julianne commented on what should be done with the ABA Scholarship fund and that the WYLC would need to meet to discuss that. Julianne advised that the next meeting would be more orientation focused, but committee could also discuss the scholarships during that meeting. Brian advised to have the item put on the next meeting agenda.

Catherine Holm: WYLC Member Catherine Holm reported that the Thurston County Young Lawyer Division has been demolished; no one is running it and not a whole lot going on. The local Bar Association is not doing much aside from CLE's, and similar actions are happening in Lewis County. There are still no social hours due to COVID restrictions. Brian asked if the Thurston County courthouse was open and Jordan responded that yes, it was open.

Chelsie Elliott: WYLC Member Chelsie Elliott reported that there was a well-received social in July, but nothing has taken place since then. There is interest in putting socials together, but it seems that with the rising concerns around COVID, that people are hesitant to plan and do not want to continue with Zoom gatherings. Chelsie advised there are several new young lawyers in family law and plans to connect with them moving forward.

Mayre Rebecca Scott: WYLC Member Mayre Rebecca Scott reported that things are quiet on her side of the state. There was an end of year meeting was in July that went well, with a large turnout. Informal restrictions have been placed in line with what the courthouse is doing, and they are now waiting to see what they can do regarding fall/winter events due to new concerns around COVID.

Riley Moos: WYLC Member Riley Moos was not present. Brian and Jordan commented on Riley's behalf. This region went back to in person meetings. They are working on a CLE on 9/23/2021 to be held over Zoom. Brian explained the Legal Financial Obligation (LFO) clinics, held at Tacoma Pro Bono. LFO's are often imposed on defendants of criminal actions and can really derail rehabilitation efforts. Brian encouraged WYLC members to volunteer with LFO programs if they are looking for ways to get connected to the community.

Zachary Bryant: WYLC Member Zachary (Zac) Bryant reported that first in person meeting took place at the county bar. He asked if there was a YLD in the county anymore and was told no. Zac asked for assistance from the WSBA to help with creating a YLD in his county. No further updates. Brian asked if it would be helpful to hold a WYLC meeting in Zac's area. Zac responded yes but is also looking for resources from the WSBA such as a how-to guide to assist in creating a YLD in Whatcom County.

Laura King: WYLC Member Laura King reported that the MSJDN (Military Spouse JD Network) was invited to the social. Laura also commented that there is a Bar News article coming out in October for "What Lawyers Want to Know".

Brian Neuharth: WYLC Chair Brian Neuharth provided an update on the Student Debt project; no major updates at this time. The Loan Rehabilitation Assistance Program (LRAP) bill has taken a pause but will

pick it up again in the future due to capacity as of right now. There are concerns on how to fund, as other states are also struggling with funding LRAP. Brian also commented that it would be beneficial to revive the WYLC CLE series.

Alyssa Nevala: WYLC Member Alyssa Nevala updated that King County took a break for the summer, like other bar associations. Their first meeting was held last week; not much to report. Alyssa will be attending a social committee meeting next week and is looking to do outreach at law schools, details are to be determined.

Julianne provided an update on the bylaws project on behalf of WYLC Chair-elect elect Zachary (Zach) Davison. The plan was for the proposal to be seen at the September BOG meeting, but this was delayed due to pending updates that needed to be made by the WYLC. Instead, it may be put forth for first read in November if those updates are made in time. No other updates on this project at this time. The WSBA recently formed the Small Town and Rural (STAR) Committee, and WYLC Member Zac B. is the young lawyer representative. The inaugural meeting should take place in October or November and will be an open meeting. All are welcomed to attend.

[Break for Lunch at 11:46 a.m.](#)

Brian called the meeting back to order at 12:18 p.m.

[Western States Conference](#)

Brian provided update on the Western states conference that is happening in November. Western States tend to be more rural, so there is a common interest with other states facing similar issues like legal deserts. Brian will forward the email with additional details to the WYLC list serve. Emily asked if there would be funding to send a WYLC rep to this conference. Julianne advised that it would depend on the budget and how it is determined for the upcoming year. Brian advised that the meeting is November 4-7, in Sante Fe, New Mexico.

[Dress Code Updates and Discussion](#)

Jordan provided an update that the Code of Judicial Conduct (CJC) committee thought it was well received and put together. Feedback was provided that people will file complaints against the bar as a RPC, and this will create a burden to the bar, to handle complaints regarding dress code and that is doesn't make sense for this to be an RPC. Constructive ideas were given to go into general rules, and to focus on the CJC and cut out the rule for lawyers entirely. Alyssa asked about the restrictions in San Juan, County regarding dress code, and if other counties have similar rules. Jordan responded Island, Whatcom, and San Juan counties are similar. Alyssa commented on taking rules to the local bar associations and advising that these rules are outdated. Zach commented on how judges may be more flexible and relaxed about court room attire in a post virtual world. Jordan recommended to move forward with the updates and feedback from CJC and moving forward with the General Rule adjustment. Jordan also commented that he will no longer be leading this project as he is leaving the WYLC. Emily suggested to table this project until the November meeting and appoint a project lead them. Brian N. asked if anyone wanted to work on the Dress Code Project, in collaboration with the ethics committee

to volunteer. Jordan also advised that he would be happy to assist, even though he will no longer be on the WYLC for FY22. No responses to lead at this time.

Emily commented that at the November meeting, she planned to have members brainstorm and discuss what projects should continue or be restructured, in addition to other updates and changes to make the most of everyone's involvement and participation. Emily commented that she would like to move the meeting times for FY22 to Noon- 2 PM, removing the lunch hour for virtual meetings. Emily asked if anyone was opposed to having meetings start at noon, Marye Scott replied that she would prefer the meetings remain at 10:00 am. Zac commented that with shorter meeting times, he would like to ensure that members are still engaging and not being "talked at" during that timeframe. Jordan commented that the first meeting of the year always takes longer, and would suggest to keep that one longer as it includes the orientation. Emily explained further that having meetings later in the morning/early afternoon could encourage more attendance at social hours, especially if they start later in the evening.

Julianne suggested that since most meetings will be virtual, they may not require an in-person social event. Virtual only meeting times could be different than in person meeting. At this time the November meeting and EOY are the only two that are scheduled to be in person. Julianne suggested a doodle poll to continuing WYLC members and incoming members, with proposed times. Emily asked if it was within her power as chair to set meeting times, Julianne confirmed that yes, it is in her power as chair, however she would strongly suggest a doodle poll to get more feedback from WYLC members. Emily stated she would like to have the November meeting take place from 12:00 -4:30 PM and can discuss times for future meetings during the November meeting. Emily commented that the options would be keep meeting times as is, with the lunch hour or adjust them to 12:00 PM to 2:30 PM.

[FY22 Subcommittee Chair Appointments](#)

Emily commented that at the November meeting, she planned to have members brainstorm and discuss what projects should continue or be restructured, in addition to other updates and changes to make the most of everyone's involvement and participation. She would prefer to poll members to see where their interests align, instead of just assigning tasks. Emily also commented that she was planning to restructure rep reports.

Julianne commented that WYLC needed to approve the upcoming FY22 meeting dates and advised that the July meeting is traditionally aligned with the BOG Meeting, which will be held in Tacoma for FY22. The BOG will no longer have Saturday meetings, and their July meeting is scheduled to end Friday. It is to be determined if they will be having a dinner immediately following their meeting, or if the WYLC would need/want to do it Thursday.

[Adjournment](#)

Emily presented awards to the WYLC members exiting the committee – Benjamin Hodges, Catherine Holm, Maha Jafrey, Alixanne Pinkerton.

Brian thanked everyone for their attendance and hard work over the year. Jordan also thanked the WYLC members for their time commitment and looks forward to being the BOG liaison for the upcoming fiscal year.

On motion by Brian and seconded by Aaron, the WYLC unanimously voted to adjourn the meeting at 1:15 p.m.

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WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee DRAFT – Fiscal Year At-A-Glance Calendar

October 1, 2021 – September 30, 2022 (FY22)

OCTOBER 2021			
	<i>Celebrate Pro Bono Month</i>		
1	FY22 Begins		
NOVEMBER 2021			
TBD	<i>ABA Midyear Delegate and Scholarship Award Kickoff?</i>		
	<i>Identify FY2022 goals and projects for WYLC</i>		
4-5	BOG Meeting	9:00 am	Virtual/Silver Cloud Hotel-Ruston, WA
13	WYLC Meeting	12:00 pm	Virtual/WSBA
DECEMBER 2021			
TBD	<i>ABA Affiliate Quarterly Reports due?</i>		
31	<i>ABA Midyear Delegate and Scholarship Award Application deadline?</i>		
JANUARY 2022			
	<i>Celebrate national mentoring month</i>		
8	WYLC Meeting	12:00 pm	Virtual
TBD	<i>Select ABA Midyear delegate and scholarship recipients?</i>		
13 - 14	BOG Meeting	9:00 am	Virtual/WSBA Conference Center – Seattle
FEBRUARY 2022			
TBD	<i>2022 committee application cycle closes for FY23 positions</i>		
TBD	<i>ABA Annual Meeting Delegate and Scholarship Applications Open?</i>		
TBD	<i>Public Service and Leadership Award Applications Open?</i>		
9-14	ABA Midyear Meeting	TBD	Seattle, WA
TBD	MentorLink Mixer	TBD	Virtual
MARCH 2022			
TBD	<i>ABA Affiliate Quarterly Reports Due?</i>		
1	<i>FY23 Budget Proposal from WYLC due.</i>		
13	WYLC Meeting	12:00 pm	Virtual/WSBA
10 - 11	BOG Meeting	9:00 am	St. Martin's University-Lacey, WA
14	Volunteer Application Cycle Opens		
APRIL 2022			
TBD	MentorLink Mixer	TBD	Virtual
15	Volunteer Application Cycle Close		
MAY 2022			
TBD	<i>Select Public Service Leadership Award Recipients</i>		
TBD	<i>Select ABA Annual Meeting Delegate and Scholarship Award Recipients?</i>		
14	WYLC Meeting	12:00 pm	Virtual
19 - 20	BOG Meeting	9:00 am	Davenport Grand-Spokane, WA
JUNE 2022			
	<i>New Committee appointments are made for FY23 positions</i>		
JULY 2022			
13	BOG Retreat	TBD	Tacoma Convention Center-Tacoma, WA
13 - 15	BOG Meeting	9:00 am	Tacoma Convention Center-Tacoma, WA
TBD	WYLC dinner with the BOG	TBD	TBD
16	WYLC Meeting	12:00 pm	Virtual/Tacoma, WA
AUGUST 2022			
	<i>Financial Focus CLE?</i>		
TBD	<i>Annual Report Due</i>		
3 - 9	ABA Annual Meeting	TBD	Chicago, IL
SEPTEMBER 2022			
	<i>Identify FY23 project leads</i>		

WASHINGTON STATE B A R A S S O C I A T I O N

Washington Young Lawyers Committee DRAFT – Fiscal Year At-A-Glance Calendar

October 1, 2021 – September 30, 2022 (FY22)

10	WYLC Meeting	12:00 pm	Virtual
10	WYLC Year-End Social	TBD	TBD or Virtual
22 - 23	BOG Meeting	9:00 am	Courtyard Marriott-Bellevue, WA
30	FY22 Ends/Expense Reports Due		

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WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee 2021-2022 Committee Roster

<p>Emily Ann Albrecht, Chair emilyalbrechtattorney@gmail.com Bar # 47299 2200 6th Ave Ste 600 Seattle, WA 98121-1849 206.617.7249 Current Term: 10/1/2021 -9/30/2022 Full Term: 10/1/2017 – 9/30/2023</p>	<p>Zachary Davison, Chair Elect ZDavison@perkinscoie.com Bar # 47873 700 Stewart St, Ste. 15229 Seattle, WA 98101 360.303.6012 Current Term: 10/1/2021-9/30/2022 Full Term: 10/1/2018-9/30/2024</p>
<p>Brian Neuharth , Immediate Past Chair brian.neuharth@hotmail.com Bar # 50263 Tacoma Pro Bono 621 Tacoma Ave S, Ste. 303 Tacoma, WA 98402 253.572.5134 ext. 117 Current Term: 10/1/2021-9/30/2022 Full Term: 10/1/2018-9/30/2022</p>	<p>Laura King, At-large laurak@jgkmw.com Bar # 48165 1037 NE 6th St. Seattle, WA 98115 206.395.5182 Term: 10/1/2019 – 9/30/2022</p>
<p>Alyssa Nevala, King County Region anevala@pivotallawgroup.com Bar # 57146 Pivotal Law Group 1200 5th Ave Ste 1217 Seattle, WA 98101-3115 206.340.2008 Current Term: 1/27/2021- 9/30/2022</p>	<p>Esther Hyun, Snohomish County Region ehyun20@gmail.com Bar # 52271 3535 Factoria Blvd SE Ste 310 Bellevue, WA 98006-1290 844.633.6254 Term: 10/1/2019 – 9/30/2022</p>
<p>Brandon Holt, Southeast Region bh@purcellfamilylaw.com Bar # 53433 7301 W. Deschutes Ave. Ste. E Kennewick, WA 99336 509.783.7885 Current Term: 10/1/2020 – 9/30/2022 Full term: 7/5/2019 – 9/30/2022</p>	<p>Chelsie Elliott, Southwest Region celliot@navigatelawgroup.com Bar # 49865 Navigate Law Group 1310 Main Street Vancouver, WA 98660 360.216.1098 ext. 1002 Current Term: 10/1/2019-9/30/2022 Full Term: 10/1/2016 – 9/30/2022</p>
<p>William Beck, At-large wbeck@tacomaprobono.org Bar # 57033 621 Tacoma Ave S Ste 303 Tacoma, WA 98402-2330 253.572.5134 ext. 117 Term: 10/1/2021-9/30/2024</p>	<p>Marye Rebecca Scott, Greater Spokane Region marye@albrechtlawfirm.com Bar # 55540 Albrecht Law PLLC 5105 E. Third Avenue, Suite 101 Spokane Valley, WA 99212 509.495.1246 Term: 10/1/2020-9/30/2023</p>
<p>VACANT, North Central Region Term: 10/1/2020 – 9/30/2023</p>	<p>Zachary Bryant, Northwest Region zhb@mainstaylaw.com Bar # 50423 Mainstay Law, LLC 336 36th St #706 Bellingham, WA 98225-6580 360.671.6565 Term: 10/1/2020-9/30/2023</p>
<p>Riley Moos, Pierce County Region</p>	<p>Aaron Haynes, At-large</p>

riley.moos@teamchild.org Bar # 52780 Riley Nicole Norris Moos PO Box 1512 Tacoma, WA 98401-1512 253.204.2761 Term: 10/1/2020 – 9/30/2023	aaron@montoyalegal.com Bar # 54134 4301 Tieton Dr Yakima, WA 98908-3348 United States 509.895.7373 Term: 10/1/2020 – 9/30/2023
Cody Branstetter, Greater Olympia Region cody@hbjlaw.com Bar # 57156 2120 State Ave NE Ste 101 Olympia, WA 98506 360.357.3501 Current Term: 10/1/2021-9/30/2024	Victoria Redman, King County Region victoria.williamson@klgates.com Bar # 55450 K&L Gates LLP 925 4th Ave Ste 2900 Seattle, WA 98104-1158 Current Term: 10/1/2021-9/30/2024
VACANT, Peninsula Region Term: 10/1/2021-9/30/2024	VACANT, South Central Region Term: 10/1/2021-9/30/2024
Ritu Jain, Alternate Adv.rjain23@gmail.com Bar # 56303 5513 24th St NE Tacoma, WA 98422-3347 206.742.9120 Term: 10/1/2021-9/30/2022	Alex Askerov, Alternate alexas@nwirp.org Bar # 56691 1119 Pacific Ave Ste 1400 Tacoma, WA 98402-4324 206.816.3896 Current Term: 10/1/2021-9/30/2022

Jordan Couch, BOG Liaison jordan@palacelaw.com Bar # 49684 Palace Law Offices 4009 Bridgeport Way W Ste B Tacoma, WA 98402-3209 253.881-5626 Term: 10/1/2021– 9/30/2022	Curtiss Melvin, Staff Liaison curtissm@wsba.org Washington State Bar Association Advancement Department 1325 4 th Ave, Ste. 600 Seattle, WA 98101
WA Young Lawyers Committee List Serve	wylcommittee@list.wsba.org
WSBA New & Young Lawyers List Serve	newlawyers@list.wsba.org

2021-2022 WYLC Meeting Schedule

November 13, 2021	Meeting: 12:00 p.m.– 4:00 p.m.	Virtual/WSBA
January 8, 2022	Meeting: 12:00 p.m.– 2:30 p.m.	Virtual
March 12, 2022	Meeting: 12:00 p.m.– 2:30 p.m.	Virtual/WSBA
May 14, 2022	Meeting: 12:00 p.m.– 2:30 p.m.	Virtual
July 16, 2022	Meeting: 12:00 p.m.– 2:30 p.m.	Virtual & BOG Tacoma, WA
September 10, 2022	Meeting: 12:00 p.m.– 2:30 p.m.	Virtual

WASHINGTON STATE BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2022: October 1, 2021 – September 30, 2022

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards¹), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2021 – September 30, 2022. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 15: please submit by emailing barleaders@wsba.org or requesting that your staff liaison submit the report internally.

Name of Entity:	Washington Young Lawyers Committee
Chair or Co-Chairs:	Emily Albrecht
Staff Liaison: <i>(include name, job title, and department if known)</i>	Curtiss Melvin
Board of Governors Liaison:	Jordan Couch
Purpose of Entity: 1)	
The Washington Young Lawyers Committee (WYLC) derives its authority from the WSBA Bylaws, WSBA Board of Governors (BOG) Committees and Boards Policy, and WYLC Appointment Policy. Per Section XII.A of the WSBA Bylaws, the WYLC's purpose is to:	
1) encourage the interest and participation of new and young lawyers and law students in the activities of the WSBA;	
2) developing and conducting programs of interest and value to new and young lawyers consistent with the focus areas of public service and pro bono programs, transition to practice, and member outreach and leadership;	
3) and upholding and supporting the Guiding Principles of the WSBA.	

Strategy to Fulfill Purpose:

This year’s focus on fulfilling the WYLC’s purpose involves five key areas:

1. Outreach and communication;
2. Debt;
3. Public Service and Leadership;
4. Access to justice and Rural Recruitment and Retention
5. ABA YLD Representation

The accomplishments and FY22 goals outlined in this document reflect how the work of the WYLC addresses these priorities and fulfills the purpose of the WYLC. These priorities are focused on the key areas identified in the November 2014 and June 2020 new lawyer surveys, July 25, 2015 Generative Discussion of the BOG with the WYLC for key issues facing new and young lawyers: Employment, Debt, Community, and Leadership. Project team members may involve constituents who are not members of the WYLC to help accomplish the project team goals.

How does the entity’s purpose help 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”?

- 1) As new and young lawyers come in, the WYLC helps those lawyers navigate through difficult issues and connect with the WSBA and its member services.
- 2) We have a committee members involved in the Small Town and Rural Committee (STAR) as the Young Lawyer Liaison. STAR works to bridge the gap between retiring practitioners and new lawyers to ensure consistent access to justice in rural communities.
- 3) We have been using our Facebook page to interact with the public and make young lawyers more accessible to young lawyers.
- 4) The WYLC successfully held two social hours this year, the first in-person events since the coronavirus pandemic. The events were publicized and open to the public.
- 5) The WYLC encourages all new and young lawyers to participate in public service. The WYLC also gives out four Public Service and Leadership Awards every year to recognize outstanding achievement.

2021-2022 Entity Accomplishments:

Outreach and Communication

Unfortunately, COVID-19 continued to impact the WYLC’s ability to host socials, events, and mixers. Fortunately, two meetings were safely held in-person in July and September. The July meeting coincided with the BOG meeting at Skamania Lodge. This was followed by a well-attended public social hour at Bryan Carter Cellars in Vancouver. The September meeting was followed by a social hour and hot sauce challenge in Seattle. Meetings have otherwise taken place virtually via Zoom and non-WYLC committee members are encouraged (and do)

attend.

Debt

The debt project team is researching alternative approaches to addressing debt. The project team generally has met in alternating months to discuss findings. As part of this, both the debt team and WSBA committee spoke with the Law School Transparency Project to discuss the debt trends and potential solutions.

Public Service and Leadership

The Public Service and Leadership Award (PSLA) exists to connect and recognize new and young lawyers that demonstrate values of public service and leadership. The WYLC received several applications and voted to honor four new or young lawyers this year with the PSLA. A WYLC member will write an article about the PSLA recipients for an upcoming Washington State Bar News issue.

RRR/AATJ

The WSBA established the STAR Committee to help address what will bring new and young lawyers to underserved rural areas. WYLC member Zachary Bryant is serving as the STAR Committee's Young Lawyer Liaison. Prior to the creation of the STAR Committee, WYLC member Alixanne Pinkerton assisted with the RRR taskforce.

ABA YLD Representation

The WYLC did not need to provide the ABA YLD Meeting Scholarships for new and young lawyers attending ABA meetings as delegates. This is because the meetings were held virtually, so there were no costs to attend. No delegate spots went unfilled, maximizing Washington's voting power. Although the WYLC did not offer ABA scholarships, this year, the WYLC used those funds to award WSBA CLE scholarships for new and young lawyers. A total of 24 new and young lawyers received a CLE scholarship.

Looking Ahead: 2021-2022 Top Goals & Priorities:

1	A main priority will be increasing the participation and involvement of new and young lawyers with WYLC, which has declined significantly since the onset of COVID-19. This includes filling all remaining vacant representative positions.
2	To ensure that folks who are actively involved with WYLC get the most out of their participation by maximizing the efficiency and meaningfulness of their time commitment, which will hopefully further increase and/or maintain long-term involvement.
3	To increase WYLC's presence within the larger ABA as a YLD Affiliate.
4	To come up with new and creative ways to offer value and benefits to new and young lawyers, particularly in a virtual and/or hybrid format due to COVID-19 given the unknowns about what the future will look like moving forward.

5	To reach out to the law schools with opportunities for early participation of future new and young lawyers with WYLC – whether in-person, virtual and/or hybrid (TBD).	
<p>Please report how this entity is addressing diversity, equity, and inclusion: <i>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? Other?</i></p>		
<p>A WSBA new member survey included demographic information to help the WYLC understand its constituency.</p> <p>The WYLC is currently working on a proposed amendment regarding dress codes for in court appearances. WYLC members reached out to the WSBA Diversity Committee and they are supportive. The proposal has been submitted the WSBA for formal approval and submission to the Court. Feedback has in part concerned the potential fiscal impact when the proposed rule requires enforcement. WYLC is also working on preparing proposed bylaws changes affecting the definition of “young lawyer” as well as the young lawyer Board of Governors position to make opportunities for involvement more inclusive.</p>		
<p>Please describe the relationship with WSBA staff and the Board of Governors. <i>For example:</i></p> <ul style="list-style-type: none"> • <i>Quality of WSBA staff support/services</i> • <i>Involvement with Board of Governors, including assigned BOG liaison</i> • <i>Ideas you have on ways WSBA can continue to strengthen/support your entity.</i> 		
<p>The WYLC continues to enjoy support from the WSBA. Although we are sad to see former WYLC liaison move on to other WSBA roles, the new WSBA-staff liaison Curtiss Melvin has worked diligently as he settles into his role. Member Services and Engagement Administrative Assistant Chelle Gegax also regularly attends meetings to support the WYLC members.</p> <p>Russell Knight completed his term as the BOG’s young lawyer liaison. Russell attended all or nearly all meetings this year, briefing WYLC members on BOG activities, fielding member questions, and providing insights. He made himself available for conversations on request.</p> <p>Former WYLC Chair Jordan Couch will serve as the new BOG young lawyer liaison and the WYLC is excited to continue working with him.</p> <p>In FY21 and FY22, individual members of the BOG have made themselves available for private discussions and advice regarding WYLC activities with past-chair Brian Neuharth.</p> <p>The WYLC needs direction on how to create a larger debt taskforce that exists within the WSBA, but outside of the WYLC.</p>		
	Click or tap here to enter text.	Newsletters/publications produced

SECTIONS ONLY: Please quantify your section's 2021-2022 member benefits: <i>For example:</i> <ul style="list-style-type: none"> • \$3000 Scholarships, donations, grants awarded; • 4 mini-CLEs produced 	Click or tap here to enter text.	Mini-CLEs produced
	Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
	Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with <i>non</i> -WSBA entity
	Click or tap here to enter text.	Receptions/forums hosted or co-hosted
	Click or tap here to enter text.	Recognitions/Awards given
	Click or tap here to enter text.	New Lawyer Outreach events/benefits
	Click or tap here to enter text.	Other (please describe):

**Entity Detail & Demographics Report:
To Be Completed by WSBA Staff**

Size of Entity:	Click or tap here to enter text.
Membership Size: (for Sections Only) <i>(As of September 30, 2021)</i>	Click or tap here to enter text.
Number of Applicants for FY22 <i>(October 1, 2021 – September 30, 2022)</i>	Click or tap here to enter text.
How many current volunteer position vacancies for this entity?	Click or tap here to enter text.
FY22 Revenue (\$): For Sections Only: <i>As of September 30, 2021</i>	Click or tap here to enter text.
Direct Expenses: <i>As of September 30, 2021. For Sections, this does not include the Per-Member-Charge.</i>	Click or tap here to enter text.
Indirect Expenses:	Click or tap here to enter text.

FY22 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:	No:	No Response:	
Ethnicity:	American Indian/Native American/Alaskan Native:	Asian:	Black/African-American/African Descent:	Hispanic/Latinx:
	Middle-Eastern Descent:	Multi-Racial/Biracial:	Pacific Islander/Native Hawaiian:	White/European Descent:
	Not Listed:	No response:		
Gender:	Female:	Male:	Non-Binary:	Transgender:
	Two-spirit:	Not Listed:	No Response:	
Geographic*:	District 1:	District 2:	District 3:	District 4:
	District 5:	District 6:	District 7S:	District 7N:
	District 8:	District 9:	District 10:	Other:
New/Young Lawyer*:	Yes:	No:		
Sexual Orientation:	Asexual:	Gay, Lesbian, Bisexual, Pansexual, or Queer:	Heterosexual:	Two-spirit:
	Not Listed:	No Response:		

ⁱ The Access to Justice Board (not regulatory, but applicable to the distinction herein) and Regulatory Boards (Disciplinary Board, LLLT Board, Limited Practice Board, MCLE Board and Practice of Law Board) are not required by Bylaws or Court Rule submit an annual report to WSBA. However, as part of the administration of monitoring of Regulatory Boards, the Boards listed herein typically provide an annual report to the Court and WSBA should be provided this same report an annual basis.



Vendor ACH/EFT Direct Deposit Authorization Form
Accounts Payable

1. Please Check One

NEW Direct Deposit CHANGE Direct Deposit CANCEL Direct Deposit

2. Vendor/Payee Information

Name/Company:

Address:

Contact Persons Name (if other than Payee):

Telephone Number:

Email Address:

3. Financial Institution Information

Bank Name:

Bank Address:

Name on Bank Account:

Bank Account #:

Nine (9) Digit Bank Routing/Transit Number (ABA):

Type of Account: Checking Savings

4. Approvals/Authorizations – I certify that the information provided on this form is correct, and I hereby authorize the Washington State Bar Association – Accounts Payable/Admin Dept. to electronically deposit payments to the Bank Account designated above. It is my responsibility to notify WSBA – AP (ap@wsba.org or (206) 727-8274) immediately if I believe there is a discrepancy between the amount deposited to my bank account and the amount of the invoice(s) paid. I understand that I must notify WSBA- AP in writing immediately of any changes in status or banking information. I understand that this authorization will remain in full force and effect until WSBA - AP has received written notification requesting a change or cancellation and has had reasonable opportunity to act on it, which should take no longer than seven (7) to ten (10) business days.

Print Name: _____ **Signature:** _____ **Date:** _____

Important Information

Please return the completed form: [Here](#)

For Accounts Payable Use Only **Date Stamp - Received**

AP Reviewed and Approved:

Date: _____

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

WYLC Representative Report

DUE: 1 week prior to committee meeting

*Please submit report electronically to the
WYLC Chair Emily Albrecht (emilyalbrechtattorney@gmail.com) and
Curtiss Melvin (curtissm@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 outreach and leadership.*

Member:

Region Represented:

1. Are there any initiatives with the local young lawyers we should know about?
2. Any recruitment actions were taken in the last 2 months? Were they successful?
3. Any feedback from constituents on WYLC activities?
4. Is there anything you need from the WYLC?

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

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WYLC Chair Emily Albrecht (emilyalbrechtattorney@gmail.com) and
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- *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 outreach and leadership.*

Member:

Project:

1. What did the project team do in the last 2 months?
2. What does the project team plan to do in the next 2 months?
3. Do you need anything from the broader WYLC to accomplish your next 2 month goal?
4. Anything additional you would like to share?



WASHINGTON YOUNG LAWYERS COMMITTEE ORIENTATION

2021-2022

NOVEMBER 13, 2021

AGENDA

- Welcome and Approval of September 2021 Meeting Minutes
- Introductions
- Board of Governors Liaison Update
- An Introduction to the Washington State Bar Association
- Public Records and Open Meetings Policy
- Washington State Young Lawyers Committee Roles and Responsibilities
- Washington Young Lawyers Committee – Goals and Projects
- Project Lead Presentations and Recruitment
- New Ideas for Next Meeting
- Adjournment





WELCOME & APPROVAL OF SEPTEMBER 2021 MEETING MINUTES

EMILY ANN ALBRECHT, WYLC CHAIR



INTRODUCTIONS

EMILY ANN ALBRECHT, WYLC CHAIR



BOARD OF GOVERNORS LIAISON UPDATE

*JORDAN COUCH, AT-LARGE BOARD OF GOVERNOR
(YOUNG LAWYERS)*



AN INTRODUCTION TO THE WASHINGTON STATE BAR ASSOCIATION

***JULIANNE UNITE, MEMBER SERVICES AND
ENGAGEMENT MANAGER***

***CURTISS MELVIN, MEMBER SERVICES AND
ENGAGEMENT SPECIALIST-WYLC STAFF LIAISON***

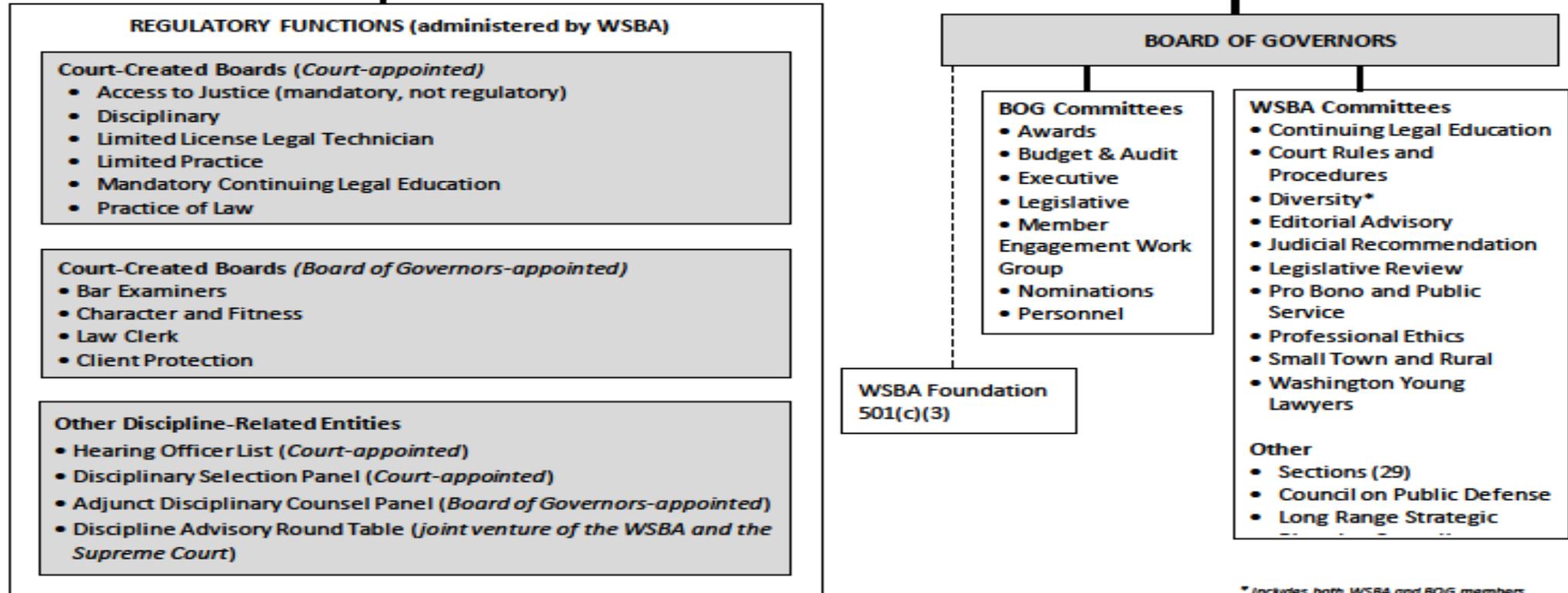
WHAT IS THE WASHINGTON STATE BAR ASSOCIATION (WSBA)?

- [A Volunteer's Introduction to the Washington State Bar Association](#) Video
- A part of the judicial branch and authorized by the Washington Supreme Court
- Governed by [WSBA Bylaws](#) (last amended October 2021)
- Serves two roles:
 1. Regulatory agency
 - Administers bar admission process
 - Record-keeping and licensing
 - Administers the professional discipline system
 2. Professional Association
 - Provides CLE's for attorneys
 - Provides educational and member-services and opportunities
- Work of the Bar is accomplished by the Board of Governors (BOG), Officers, and Bar staff
 - BOG may delegate work to committees, sections, or other bar entities

WSBA STRATEGIC GOALS

- **Goal 1:** To provide relevant and valuable resources to help all of its members achieve professional excellence and success, in service to their clients and public, and to champion justice.
- **Goal 2:** To uphold and elevate the standard of honor, respect and integrity among WSBA members in order to improve public confidence in the legal profession.
- **Goal 3:** To promote access to justice and improve public confidence, trust and respect of members of the public in our legal system and bar association.
- **Goal 4:** To promote diversity, equality and inclusion in the legal system and profession.
- **Goal 5:** To manage the business of the State Bar Association in prudent, efficient and cost-efficient manner.
- **Goal 6:** Foster an organizational environment and culture that demonstrates a commitment to staff and embodies the organizational mission and stated values of the WSBA.

WASHINGTON SUPREME COURT



WASHINGTON STATE
BAR ASSOCIATION

Entity Chart

WSBA operates under the delegated authority of the Washington Supreme Court to license the state's nearly 40,000 legal professionals

09-2021

THE WASHINGTON STATE BAR ASSOCIATION IS...

35,004 Active WSBA Members (Lawyers, LLLTs, LPOs)

41,888 total members



1013+

Members of standing committees, councils, boards, panels, task forces, & section leaders

15,671

Section memberships

7,307

New & Young Lawyers

As of November 1, 2021

BOARD OF GOVERNORS (BOG)

The Board of Governors is the WSBA's governing body directed by the Washington Supreme Court to determine the general policies of the Bar and approve its budget annually. The Board consists of the president, president-elect, immediate past president, members elected from each of the state's congressional districts and three at-large members.

[BOG Meeting Schedule](#)

BOG OFFICERS

- President: Hon. Brian Tollefson
- President-Elect: Daniel D. Clark
- Past President: Kyle Sciuchetti
- Treasurer: Bryn Peterson

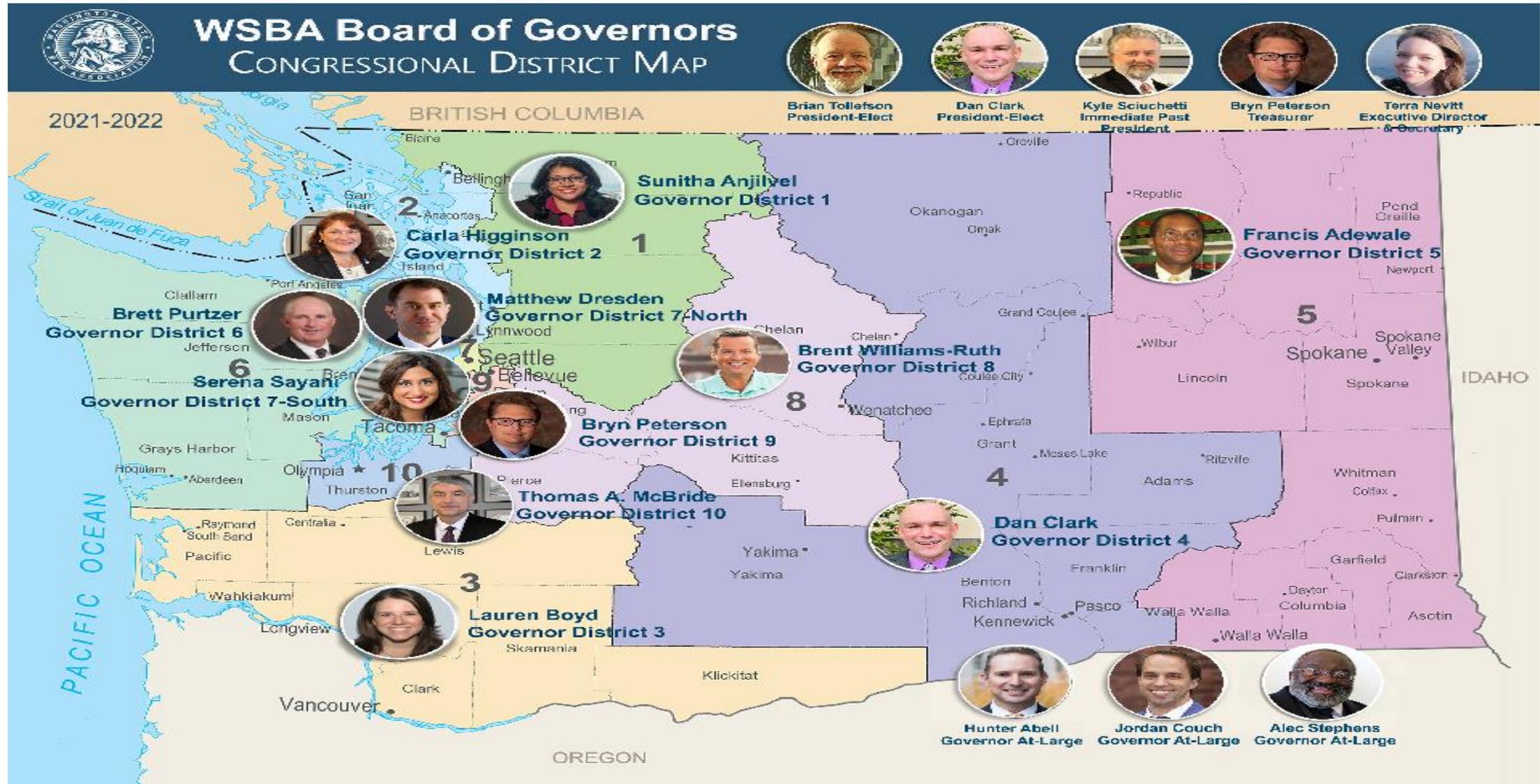
BOG AT-LARGE MEMBERS:

- Hunter M. Abell (2019-2022)
- Alec Stephens (2021-2023)
- Jordan Couch (2021-2024)

BOG REGIONAL MEMBERS

- Governor District 1: Sunitha Anjilvel (2021-2024)
- Governor District 2: Carla J. Higginson (2018-2022)
- Governor District 3: Lauren Boyd (2020-2023)
- Governor District 4: TBD
- Governor District 5: Francis Adewale (2021-2024)
- Governor District 6: Brett A. Purtzer (2020-2023)
- Governor District 7 North: Matthew Dresden (2020-2023)
- Governor District 7 South: Serena Sayani (2021-2024)
- Governor District 8: Brent Williams-Ruth (2020-2023)
- Governor District 9: Bryn Peterson (2019-2022)
- Governor District 10: Thomas A. McBride (2019-2022)

BOG DISTRICT MAP



WSBA ESSENTIALS AND RESOURCES

- General Rule 12
 - [Regulatory Objectives](#)
 - [Purposes, Authorized Activities, Prohibited Activities](#)
 - [Administration of Supreme Court-Appointed Boards and Committees](#)
- [WSBA Values](#) (Jan. 2016)
- [WSBA Diversity and Inclusion Plan](#) (May 2013)
- [WSBA Functional Organizational Chart](#) (Oct. 2019)
- [COVID-19 Vaccination Information for Volunteers](#) (2021)

All of the above and several other volunteer resources are located available on the [Volunteer Toolbox](#).

WSBA COMMITTEES

- [WSBA Committees and Boards Policy](#) (Sep. 2020)
- [WSBA Chairs and Liaisons Roles and Responsibilities](#)
- [WSBA Committee and Board Annual Reports](#) (2019-2020)
- [Bar Records for Committees and Boards](#)
- [WSBA Fiscal Policies](#) (Jan. 2019)
- [Expense Report Form](#)(2021)
- Created and authorized by the BOG to study matters relating to the general purposes and business of the Bar that are continuous and recurring
- Committee members are appointed by the BOG
 - Appointments are for two-year terms, unless the BOG determines otherwise
 - WYLC members generally serve a three-year term
- President-elect annually selects the Chair or Vice Chair of each committee



PUBLIC RECORDS AND OPEN MEETINGS POLICY

**JULIANNE UNITE, MEMBER SERVICES AND
ENGAGEMENT MANAGER**

WSBA PUBLIC RECORDS

- **General Rule 12.4**
 - Presumes public access
 - Applies to WSBA and its subgroups – including committees
- **Not Public Records Act or FOIA**
- **Public Records Officer and records request procedure – published on WSBA’s website**

Bar Records: “Bar record” means “any writing containing information relating to the conduct of any Bar function prepared, owned, used, or retained by the Bar regardless of physical form or characteristics. Bar records include only those records in the possession of the WSBA and its staff or stored under Bar ownership and control in facilities or servers.” GR 12.4(c)(2)

“Writing” means “handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation in paper, digital or other format.”

PUBLIC RECORDS CONT.

Yes, it's a Bar record if:

1. It contains information relating to the conduct of any Bar function; **and**
2. It is prepared, owned, used, or retained by the Bar; **and**
3. It is in the possession of the WSBA and its staff or stored under Bar ownership and control in facilities or servers.

No, it's not a Bar record if:

- It is a record prepared by a member of a committee who is not a WSBA employee, if that record is solely in that person's possession, not WSBA's; **or**
- It is a record that the Bar would have to create that is not currently in its possession at the time of a request.

PUBLIC RECORDS EXEMPTIONS

- Not all “Bar records” are subject to disclosure.
- If an exemption applies WSBA generally will not produce the record in response to a request.
- Most frequent exemptions:
 - Records listed in GR 12.4 (also incorporates by reference exemptions and confidentiality provisions in, among others, the Rules of Professional Conduct (RPC), the Admission to Practice Rules (APR), various General Rules and the state Public Records Act)
 - Records that are made confidential by the Rules for Enforcement of Lawyer Conduct (ELC).

PUBLIC RECORDS - EMAIL BEST PRACTICES

- Be mindful about what you email to WSBA
 - Do not mix “business” and “personal” content in a single email/email thread
 - Is email the appropriate medium for your communication?
- Beware of public disclosure requirements in your own work setting
- First (or only) WSBA staff person named in “to” line on multi-recipient email from outside WSBA is responsible for handling it within WSBA’s policies, and destroying it when eligible for destruction – not YLC member
- Retention period is determined by content, not by method of communication
- WSBA sender of email is responsible for correct handling – not Committee member



WASHINGTON YOUNG LAWYERS COMMITTEE ROLES AND RESPONSIBILITIES

EMILY ANN ALBRECHT, WYLC CHAIR
CURTISS MELVIN, WYLC STAFF LIAISON

WHO IS A NEW AND YOUNG LAWYER?

- WSBA Bylaws XII.B. definition ****discuss proposed bylaw changes**
 1. Active member of the Bar is
 2. Considered new/young until December 31 of the year the member:
 - a. Turns 36 years; or
 - b. Has been first admitted to practice, in any state*, for five years, whichever is later

**for Bylaws application purposes, state = jurisdiction (includes other countries, etc.)*
- For purposes of some WSBA programming e.g. [New Member Education \(NME\)](#), there is a separate new lawyer definition:
 - An active member of the bar that has been admitted to practice in WA state, regardless of admission in another jurisdiction

WSBA NEW MEMBER PROGRAMS AND RESOURCES

- [Washington Young Lawyers Committee](#)
- [New Member Education](#)
 - Practice Primers
 - Trial Advocacy Program (TAP)
 - Financial Focus CLE
- [Young Lawyer Liaison to Sections](#)
- [New Lawyers List Serve](#)
- Networking Events
 - Open Sections Night (hiatus)
 - MentorLink Mixers
- [Career Resources](#)
- [Mentorship resources](#)
- [Other](#)

WASHINGTON YOUNG LAWYERS COMMITTEE (WYLC)

ONLINE PRESENCE

- [WYLC Webpage](#)
 - [WYLC District Composition](#)
 - [WYLC Project webpage](#)
 - [WYLC Facebook page](#)
 - wylcommittee@list.wsba.org
- Encourages the interest and participation of:
 - New/young lawyers and law students in the activities of the Bar
 - Developing and putting on programs of interest and value to new/young lawyers consistent with:
 - Public service and pro bono programs
 - Transition to practice
 - Member outreach and leadership
 - Upholding and supporting the Guiding Principles of the Bar
 - Made up of young/new lawyers selected from throughout Washington State
 - Leadership Team
 - At-Large Members
 - Regional Members
 - Work with staff to accomplish our goals

WYLC ACCOMPLISHMENTS

- Open Sections Night
- MentorLink Mixers
- Financial Focus CLE
- New lawyer social events
- Young Lawyer Liaisons to Sections
- Lobbying for Loan Repayment Assistance Program (ongoing)
- Support for Iowa YLD Law School Transparency Report
- Awarded/Revamped ABA Scholarships
- Awarded Public Service and Leadership Awards
- Reviewed and drafted potential WSBA Bylaws recommendations
- Awarded CLE Scholarships to new and young lawyers

WYLC MEMBERS

Leadership Team

- Chair: Emily Ann Albrecht
- Chair-elect: Zachary Davison
- Immediate Past Chair: Brian Neuharth

At-Large

- William Beck (2021-2024)
- Aaron Haynes (2020-2023)
- Laura King (2019-2022)

Regional Members

- North Central: **Vacant**
- Northwest: Zachary Bryant (2020-2023)
- Spokane: Marye Rebecca Scott (2020-2023)
- Greater Olympia: Cody Branstetter (2021-2024)
- King County: Alyssa Nevala (2021-2022)
- King County: Victoria Redman-Williamson (2021-2024)
- Peninsula: **Vacant**
- South Central: **Vacant**

Regional Members

- Southwest: Chelsie Elliott (2019-2022)
- Southeast: Brandon Holt (2019-2022)
- Pierce County: Riley Moos (2020-2023)
- Snohomish County: Esther Hyun (2019-2022)

WYLC – KEY STAFF

- **WYLC Support**
 - [Curtiss Melvin](#), WYLC Staff Liaison
 - [Chelle Gegax](#), Member Services and Engagement Administrative Assistant
- **Continuing Legal Education (CLE)**
 - *Vacant*, Education Programs Lead
- **Communication**
 - [Connor Smith](#), Communications Coordinator
 - [Mike Kroner](#), Outreach and Legal Community Specialist
 - barnews@wsba.org; blog@wsba.org
- **Diversity, Equity, and Inclusion**
 - [Diana Singleton](#), Equity and Justice Officer

GENERAL ROLES AND RESPONSIBILITIES OF WYLC MEMBERS

- Meetings and Attendance
- Quarterly Contacts Report (discuss)
- Representative Reports (revamp)
- Project team participation (revamp)
- Social Media (promote and recruit) (see articles in materials)

WYLC MEETINGS

- Second Saturday of every other month (except July)
 - November 13, 2021, 12:00 – 4:30 pm (hybrid)
 - January 8, 2022, 12:00 – 2:00 pm (virtual)
 - March 12, 2022, 12:00 – 2:00 pm (hybrid)
 - May 14, 2022, 12:00 – 2:00 pm 12:00 – 2:00 pm (virtual)
 - July 16, 2022, 12:00 – 2:00 pm (hybrid/Tacoma)
 - Dinner with the BOG (TBD)
 - Social (TBD)
 - September 10, 2022, 12:00 – 2:00 pm (virtual)
- Absences: WYLC Chair and Staff Liaison should be notified of any anticipated absence prior to meeting to avoid an unexcused absence. Two or more unexcused absences in a year may result in removal from the Committee.
- Leadership team meetings: By conference call on off-WYLC meeting months
- Travel/M Meal Reimbursements: Best practice tip—check with Curtiss prior to incurring any expenses to confirm reimbursement eligibility.

QUARTERLY CONTACTS

- Regional representatives will be provided with a contact list of new and young lawyers in their region to send out emails to constituents quarterly
 - Chelle sends everyone a draft template email message
- Use a service like MailChimp if your email doesn't allow a large number of emails to go out at once
- King County is largest and has two representatives (in theory)
 - Split the contacts between two of you
 - If still too large, will need to work with staff to come up with an alternative

REPRESENTATIVE REPORTING

- At least **one week prior** to a committee meeting, WYLC members are strongly encouraged to report to Emily and Curtiss:
 - Recent ways you have helped accomplish WYLC's focus areas
 - i.e. ways to support new/young lawyers as they transition into 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 outreach and leadership.
 - Relevant upcoming events and any opportunities for WSBA, WYLC, and/or community partner collaboration
 - Any additional items to report or future agenda items.

REPRESENTATIVE REPORTING (CONT.)

- At least **one week prior** to a committee meeting, WYLC members are also strongly encouraged to report to Emily and Curtiss:
 1. What do we want the job of regional reps to be?
 2. How can they fulfil that job and report on it?
 3. Meeting report time with Project leads?



WASHINGTON YOUNG LAWYERS COMMITTEE – GOALS AND PROJECTS

EMILY ANN ALBRECHT, WYLC CHAIR

2021-2022 WYLC GOALS

- A main priority will be increasing the participation and involvement of new and young lawyers with WYLC, which has declined significantly since the onset of COVID-19. This includes filling all remaining vacant representative positions.
- To ensure that folks who are actively involved with WYLC get the most of their participation by maximizing the efficiency and meaningfulness of their time commitment, which will hopefully further increase and/or maintain long-term involvement.
- To increase WYLC's presence within the larger ABA as a YLD Affiliate.
- To come up with new and creative ways to offer value and benefits to new and young lawyers, particularly in a virtual and/or hybrid format due to COVID-19 given the unknowns about what the future will look like moving forward.
- To reach out to the law schools with opportunities for early participation of future new and young lawyers with WYLC – whether in-person, virtual and/or hybrid (TBD).

ANNUAL PROJECTS

- Public Service Leadership Awards
- CLE Scholarships
- Bylaws Amendment Proposals
- Networking Socials
- Dress Code Rules Proposal
- Rural Practice Project

- 2021-2022 TBD

HOW WILL WE ACCOMPLISH THESE GOALS - DISCUSSION

- TBD

IMPORTANT DATES/DEADLINES*

- **Awards and scholarships**
 - ABA: Early December 2021 (Midyear); April 2022 (Annual)
 - Public Service and Leadership Award: April 2022
- **WYLC Budget draft: March 2022**
- **Applying for committee (re)appointments: March 14 – April 15, 2022**
- **WYLC Chair-elect application deadline: March 14 – April 15, 2022**
- **WYLC nomination selections: April/May 2022**
- **Lodging book due date for July Meeting: TBD**
- **Financial Focus CLE: TBD**
- **Annual Reports: August 2022**

**Subject to change*



PROJECT LEAD PRESENTATIONS AND RECRUITMENT

EMILY ANN ALBRECHT, WYLC CHAIR



NEW IDEAS FOR NEXT MEETING

EMILY ANN ALBRECHT, WYLC CHAIR

THANK YOU FOR YOUR SERVICE!

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

WYLC Representative Report

DUE: 1 week prior to committee meeting

*Please submit report electronically to the
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Curtiss Melvin (curtissm@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 outreach and leadership.*

Member: Brian Neuharth

Project: Debt

1. What did the project team do in the last 2 months?

Met with Iowa YLD rep and Kyle from the Law School Transparency project to discuss collaboration.

2. What does the project team plan to do in the next 2 months?

Speak with BOG rep Jordan Couch regarding his vision for a larger debt taskforce outside of the WYLC.

Identify topic for August CLE and communicate with WSBA staff to reserve time, develop topic, and look for speakers.

3. Do you need anything from the broader WYLC to accomplish your next 2 month goal?

Not at this time.

4. Anything additional you would like to share?

Not at this time.

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

WYLC Representative Report

DUE: 1 week prior to committee meeting

Please submit report electronically to the
WYLC Chair Emily Albrecht (emilyalbrechtattorney@gmail.com) and
Curtiss Melvin (curtissm@wsba.org).

WYLC Focus Areas:

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- 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 outreach and leadership.

Member: Marye Scott

Region Represented: Greater Spokane Region

1. Are there any initiatives with the local young lawyers we should know about?

On November 4, 2021, the Spokane Young Lawyer Division hosted its annual CLE: The Intro to Courts CLE. The CLE is designed for new/young lawyers. It focused on gaining familiarity with the courts in Spokane (district, superior, federal, and appeals).

2. Any recruitment actions were taken in the last 2 months? Were they successful?

None.

3. Any feedback from constituents on WYLC activities?

None.

4. Is there anything you need from the WYLC?

Not at this time.

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

WYLC Representative Report

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Please submit report electronically to the
WYLC Chair Emily Albrecht (emilyalbrechtattorney@gmail.com) and
Curtiss Melvin (curtissm@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 outreach and leadership.

Member: Zachary Bryant

Region Represented: Northwest

1. Are there any initiatives with the local young lawyers we should know about?

n/a

2. Any recruitment actions were taken in the last 2 months? Were they successful?

Reached out to young lawyers about establishing some local groups and get them started again. Got some okay feedback.

3. Any feedback from constituents on WYLC activities?

No

4. Is there anything you need from the WYLC?

As I mentioned last time, any help the WYLC/WSBA could give to getting local new/young lawyers committees going again would be welcomed. For larger counties I don't think it's as big of an issue, but for smaller counties it can be a challenge.

WASHINGTON STATE BAR ASSOCIATION

Washington Young Lawyers Committee

WYLC Representative Report

DUE: 1 week prior to committee meeting

Please submit report electronically to the
WYLC Chair Emily Albrecht (emilyalbrechtattorney@gmail.com) and
Curtiss Melvin (curtissm@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 outreach and leadership.

Member: Zachary E. Davison

Region Represented: Other Constituents At-Large Rep (Law students, out-of-state members, LLLT & LPO)

1. Are there any other constituent related initiatives, programs, or tools we should know about?

KCBA NLD is putting together a virtual charity drive. Support/assistance in getting the word out is needed.

2. What has been or should be done to further recruit and include other constituents in our work?

In person meetings and networking events seem to be motivating young lawyers to get involved.

We should discuss opportunities for new/young lawyers who are moving their practices to a “fully remote” basis in other parts of the state. This will presumably open up new networking needs/opportunities based on geography.

3. Is there anything you need from the WYLC?