

## DIVERSITY COMMITTEE MEETING AGENDA

NOTICE IS HEREBY GIVEN by the Washington State Bar Association, pursuant to RCW 42.30.080, that the Diversity Committee meeting will be held on:

**January 12, 2021 – 12:00 to 1:30 PM**

Link to access the Zoom meeting:

<https://wsba.zoom.us/j/92728923394?pwd=Vm54Sm9GdGgranM1Y09pa0QzbmpBQT09>

Zoom Conference Call Lines: **LOCAL OPTION:** (253) 215-8782 || **TOLL-FREE OPTION:** (888) 788-0099

Meeting ID: 927 2892 3394 || Passcode: 744779

The Washington State Bar Association’s Diversity Committee is dedicated to implementing WSBA’s Diversity and Inclusion Plan. The work of the committee promotes historically underrepresented groups to enter and stay in the profession of law. The Diversity Committee does this through collaborative relationships and community building activities, which highlight the numerous societal benefits of a diverse law profession.

The purpose of the meeting is for the Committee to discuss, deliberate, and take potential final action regarding the following agenda items:

5 min	<b>Welcome and Introductions</b>	Sunitha Anjilvel and Andrea Jarmon, Co-Chairs		
2 min	<b>Minutes</b>	Sunitha Anjilvel and Andrea Jarmon	Action	<i>Minutes, pg 3-4</i>
30 min	<b>At Large Governor Elections: Proposed Changes for Bylaws</b>	Paris Eriksen, WSBA Volunteer Engagement Advisor	Action	<i>One page memo pg 5-6</i>
5 min	<b>WSBA Governor Update</b>	Sunitha Anjilvel	Report	
5 min	<b>Pro Tem CLE Scholarship Selection Workgroup</b>	Diana Singleton	Discussion	
40 min	<b>Committee Visioning and Strategic Planning Follow-Up</b>	All	Discussion	<i>Annual Report pg 7-10</i>
	<ul style="list-style-type: none"> <li>• Pipeline (e.g., undergrad and law student support, Youth and Law Forums)</li> <li>• DEI CLEs</li> <li>• Communications (e.g., Bar News “What Lawyers Look Like,” NW Sidebar)</li> </ul>			

- Updated WSBA Diversity and Inclusion Plan
- New Ideas

3 min

**Proposed agenda items for next meeting**

All

Discussion

Reasonable accommodations for people with disabilities will be provided upon request. Please email Tyler Washington at [TylerW@wsba.org](mailto:TylerW@wsba.org).

**Next meeting is February 9, 2021 from 12:00 to 1:30 p.m.**

## **Diversity Committee Meeting Draft Minutes**

December 11, 2020 – 1:00 PM to 4:00 PM

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The Washington State Bar Association's Diversity Committee is dedicated to implementing WSBA's Diversity and Inclusion Plan. The work of the committee promotes historically underrepresented groups to enter and stay in the profession of law. The Diversity Committee does this through collaborative relationships and community building activities, which highlight the numerous societal benefits of a diverse law profession.

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**Present:** Janice Langbehn, Christopher Swaby, Mubarak Abdur Raheem, Andrea Jarmon, Gov. Sunitha Anjivel, Danitza Casselman, Michelle Fukawa, Laura Johnson, Shirley Prasad, Monica Reinmiller, Nam Nguyen

**Absent:** Luis Beltan, Serena Sayani, Yuping Wang, Hunter Abell, Carly Summers

**Staff:** Tyler Washington, Diana Singleton

**Meeting was called to order at 1:15 P.M.**

### **Minutes**

Laura motioned to approve the October 2020 Diversity Committee minutes, Shirley seconded and the minutes were approved unanimously. Monica motioned to approve the November 2020 Diversity Committee minutes, Michelle seconded and the minutes were approved unanimously.

### **Orientation**

The committee engaged in an orientation session, which included background and history of the Diversity Committee and WSBA DEI programming and OPMA overview.

### **Committee Visioning and Strategic Planning**

The Committee broke up into groups and engaged in visioning and strategic planning.

Group 1 focused on pipeline programming and DEI CLEs. Monica stated that they discussed how the committee could support various internships, existing mentorship programs and how to conduct outreach to high school students and undergraduates. Sunitha shared that the committee currently has connections with all law schools except Gonzaga and this could be the year to establish a similar relationship. She suggested that a subcommittee form that focuses

on pipeline programming. Diana suggested convening law schools, MBAs, and the committee to connect about what existing work is being done and find opportunities for collaboration.

Diana shared that she was hoping to convene a meeting with the MBAs and Diversity Committee to start brainstorming for DEI CLE topics in early January. The first DEI Legal Lunchbox is in March.

Group 2 focused on communications and the Diversity and Inclusion Plan. Sunitha shared that they discussed bringing back the “What Lawyers Look Like” series in the Bar News. They also discussed how the committee could take a more intentional approach towards diversity at the Bar News, be it through writers or thought leaders. Andrea suggested a subcommittee be formed.

The committee discussed updating the Diversity and Inclusion Plan and asked if there has been analysis of whether the organization has followed through on the original commitments laid out in the plan. Tyler stated that she wasn’t sure if such an analysis has been done and shared that it might be tough to create a new plan without an updated membership study. Diana shared that the new study is due in 2022 and would like to have the committee involved in that process.

#### **At Large Governor Elections: Proposed Changes for Bylaws**

The committee decided to further discuss this agenda item to the next Meeting on January 12.

**Meeting was adjourned at 4:01 P.M.**

**TO:** WSBA Diversity Committee  
**FROM:** Paris A. Eriksen, WSBA Volunteer Engagement Advisor  
**DATE:** December 9, 2020  
**RE:** Amendments to WSBA Bylaws (Article VI) regarding Board Elections

### Summary

The current WSBA Bylaws provide a timeline for the election of the congressional district positions. The timeline for the election of the at large positions is not prescribed with the same level of detail (see chart below). When outlining an elections process, the Bylaws currently state:

	Application Deadline	Voter Data	Voting Begins	Voting Ends
BOG Elections Congressional	February 15 <i>Art.VI.B.1</i>	March 1 <i>Art.VI.C.2a</i>	March 15 <i>Art.VI.C.2b</i>	April 1 <i>Art.VI.C.2c(1&amp;2)</i>
BOG Elections At Large	April 20 <i>Art.VI.B.2</i>			

See Reference Materials and Background on p. 2 for more information.

At the November Board of Governors meeting, proposed amendments to Article VI were discussed as first reading. Since the meeting, additional feedback has been provided from four members of the Board. The second draft of the proposed amendments may include following revisions to the first draft:

- Aligning the election into one timeline earlier in the year than June (as was originally proposed).
- Detailing that the application deadline for the At Large Governor positions will precede the application deadline for the Congressional District positions.
- Clarify that if dispute regarding candidates arises, the final arbiter on the dispute will be the Board of Governors.

A revised draft of the amendments will be available in early January.

### Questions for the WSBA Diversity Committee:

1. Are there concerns with aligning the election for both the congressional and at large positions?  
Are there compelling reasons to provide for separate elections?
2. How much time is desired for the Committee to fulfill its commitments within the Bylaws?
3. Other

Continued...

**Reference Materials:**

- [Click here](#) to view or download the current WSBA Bylaws.
- [November Board Meeting Materials](#), pp. 390 – 402.
- [November Board Meeting Recording](#), 'First Read: WSBA Bylaw Amendments, Article VI. Re. Governor Elections. The discussion is the first 44 minutes (appx.)

**Background:**

- Amendments to the Bylaws regarding Article IV & VI (Governance & Elections respectively) were approved during Public Session of the January 16-17, 2020 Board meeting.
- In April 2020, the Court approved the amendments to the WSBA Bylaws<sup>i</sup>. Some of the amendments set forth in the WSBA Bylaws are:
  - Move the appointment of the At Large positions from the Board of Governors to an election by the general membership.
  - The Diversity Committee shall forward at least three candidates to the Board. The Board places all candidates forwarded by the Diversity Committee on the ballot. If the Diversity Committee forwards less than three candidates, the BOG may, at its option, select additional qualifying candidates. (This process was already in place for the Washington Young Lawyer Committee and the Young Lawyer At-Large seat).

<sup>i</sup> Per the Court's October 2019 letter to the WSBA, all changes to the WSBA's bylaws are subject to approval by the Supreme Court of Washington.

# WASHINGTON STATE BAR ASSOCIATION

## WSBA COMMITTEE/BOARD ANNUAL REPORT FY 2020: October 1, 2019 – September 30, 2020

*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.*

<b>Name of Committee or Board:</b>	Diversity Committee
<b>Chair:</b>	Laura Wulf and Governor Jean Kang
<b>Staff Liaison:</b>	Dana Barnett
<b>Board of Governors Liaison:</b>	n/a
<b>Size of Committee:</b>	14 (+4 BOG Members)
<b>Direct Expenses:</b>	\$21,250
<b>Indirect Expenses:</b>	\$52,047
<b>Number of Applicants for FY21</b> <i>(October 1, 2020 – September 30, 2021)</i>	15
<b>Purpose:</b>	
The Washington State Bar Association's Diversity Committee (Committee) is dedicated to implementing WSBA's Diversity and Inclusion Plan. The work of the Committee promotes historically underrepresented groups to enter and stay in the profession of law.	
<b>Strategy to Fulfill Purpose:</b>	
The Diversity Committee fulfills its purpose through collaborative relationships and community building activities, which highlight the numerous societal benefits of a diverse law profession.	
<b>2019-2020 Accomplishments and Work in Progress:</b>	
<ol style="list-style-type: none"> <li>1. Hosted programs with students at UW Law School to assist them with their Diversity Fellowship applications, and to provide mentorship for students from underrepresented groups about entering the practice of law.</li> <li>2. Advocated to ensure that Diversity, Equity and Inclusion and Access to Justice programming are part of the mandatory Bar to the Bar Structure Workgroup.</li> <li>3. Increased the opportunities for interaction and collaboration between the WSBA Diversity Committee and MBAs by attending MBA annual events.</li> </ol>	

4. Continued to follow and support the passing of MCLE rule change proposal in collaboration with the MBAs and the MCLE Board.
5. Published pieces in NWLawyer that relate to Diversity, Equity, and Inclusion.
6. Continued to work with school programs and community partners to explore new avenues to support students and new and young lawyers from underrepresented groups.
7. Worked with the Board of Governors to amend the bylaw related to the election process for At-Large Governors.
8. Submitted a letter to the Board of Governors to provide recommendations in support of the WSBA taking an “inside out” approach to equity and inclusion.
9. Approved a proposal to redistribute funds unused by the Diversity budget, due to COVID-19, to create a grant for MBA scholarships.
10. Developed topics and presented CLEs in three diversity, equity and inclusion areas.

Please note: The Diversity Committee had several in-person programs scheduled with law schools, undergraduate programs and community organizations for the year, most of which were canceled due to COVID-19.

#### **2020-2021 Goals:**

1. Work with Law Schools and other educational partners to re-imagine partnerships and support for underrepresented students within the virtual sphere.
2. Review and make decisions on scholarships for the Judge Pro Tem CLE.
3. Work collaboratively with the WYLC and the Board of Governors to develop a process for At-Large Governors elections.
4. Revisit the bylaw definition of “diversity” and the roles and responsibilities of the At-Large diversity positions.
5. Support the MCLE rule change proposal regarding one mandatory ethics credit in elimination of bias.
6. Continue to support the WSBA in reaching its stated goals and commitments around diversity, equity and inclusion.
7. Work to increase participation and leadership of historically marginalized groups in WSBA volunteers, committees, and boards.

#### **Please report how this committee/board is addressing diversity, equity and inclusion:**

*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?*

- 1) The committee is staffed by the Equity and Justice Program Manager, and the Equity and Justice Lead, both of whom have educational experience and expertise in diversity topics, both lead regular workshops and training with committee members throughout the year. This year we also conducted an equity assessment of our committee dynamics.



<ol style="list-style-type: none"> <li>2) We have integrated more group discussion and collaboration in decision making, as well as supported committee members with resources, tools and training to be confident ambassadors about the work of diversity and inclusion at WSBA.</li> <li>3) Training, education and awareness building activities on diversity and inclusion are all consistent elements integrated in and throughout our meetings, events and programming.</li> <li>4) All our programming and work is focused on these goals, the committee has also acted to support the Board of Governors in pursuing equity and inclusion goals.</li> </ol>											
<p><b>Please report how this committee/board is addressing professionalism:</b></p> <p><i>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? Other?</i></p>											
<ol style="list-style-type: none"> <li>1) The Committee integrates and connects a focus on professionalism throughout its programming. The substantive content of workshops, seminars, etc. provide interpersonal and organizational skills necessary to support the professional development of attorneys.</li> <li>2) The Committee seeks to educate the legal community on diversity issues through legal lunchboxes and town halls.</li> <li>3) The Committee raises awareness of the consequences of unprofessional behavior that are rooted in personal bias and systemic inequity.</li> <li>4) Committee members mentor new attorneys and students, advising on issues of professionalism.</li> </ol>											
<p><b>Please report how this committee/board is incorporating new and young lawyers and/or their perspectives into its work:</b></p> <p><i>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? Other?</i></p>											
<ol style="list-style-type: none"> <li>1) We have new and young lawyers on our committee.</li> <li>2) We offer WYLC members the opportunity to partner on our community networking events and to speak publicly to represent the committee.</li> <li>3) This year we had members attend WYLC meetings and invited representatives to our meeting to discuss court dress code policy.</li> </ol>											
<p><b>Please report how this committee/board is addressing the needs of the public:</b></p> <p><i>How is the public impacted by your work? Has the committee/board sought input from the public, and/or communicated its work to the public? Other?</i></p>											
<p>The Diversity Committee invites community organizations and members of the public to attend our Community Networking Events. The committee sees acknowledges that the public are stakeholders in the work of equity in the legal profession and creates this opportunity for partnership, education, and dialogue with the public and the committee. This year we were unable to hold these events due to COVID-19.</p>											
<p><b>FY20 Demographics: To Be Completed by WSBA Staff</b></p> <table border="0"> <tr> <td><b>Gender:</b></td> <td></td> <td></td> </tr> <tr> <td><b>Female (11)</b></td> <td><b>Male (3)</b></td> <td><b>No Response (1)</b></td> </tr> <tr> <td>Transgender</td> <td>Two-spirit</td> <td>Multi</td> </tr> </table>			<b>Gender:</b>			<b>Female (11)</b>	<b>Male (3)</b>	<b>No Response (1)</b>	Transgender	Two-spirit	Multi
<b>Gender:</b>											
<b>Female (11)</b>	<b>Male (3)</b>	<b>No Response (1)</b>									
Transgender	Two-spirit	Multi									

Non-Binary	Not Listed
<b>Ethnicity:</b>	
<b>American Indian/Native American/Alaskan Native (1)</b>	<b>Black/African-American/African Descent (3)</b>
<b>Asian (3)</b>	<b>Hispanic/Latinx (3)</b>
Middle-Eastern Descent	Pacific Islander/Native Hawaiian
<b>White/European Descent (4)</b>	<b>Multi-Racial/Biracial (1)</b>
<b>Not Listed (1)</b>	No Response
<b>Sexual Orientation:</b>	
Asexual	<b>Gay, Lesbian, Bisexual, Pansexual or Queer (3)</b>
Two-Spirit	<b>Heterosexual (9)</b>
Multiple Orientations	Not Listed
<b>No Response (4)</b>	
<b>Disability:</b>	
<b>Yes (1)</b>	<b>No (10)</b>