

Administrative Law Section

of the Washington State Bar Association



Minutes

Administrative Law Section Executive Committee

Zoom Meeting November 17, 2025

Executive Committee Members Present: Ed Pesik, Michael Lantz, Jennifer T. Karol, Isaac Prevost, Lea Dickerson, Alex Krakow, Sarah Garrod, Seth Rosenberg, Jessica Creager, Ben Justus, Natalie Ghayumi, Alexis Hartwell-Gobeske

Others Present: Richard Potter, Carolyn MacGregor, Parvin Price

Absent Executive Committee Members: Robert Krabill, Gabriel Verdugo, Anne Fitzpatrick, Susan Dumph

1. Approval of October Minutes

Approved.

2. Approval of Agenda

Approved.

3. Amendment of By-Laws Requested By WSBA

To encourage inclusion, the Board of Governors moved to change the title of the Young Lawyers Group with the WSBA to be the New Members Group. The new definition covers anyone who has joined WSBA within the last ten years and includes LLT and LPOs. To align with the WSBA bylaws, WSBA requested the Administrative Law Section amend its bylaws to reflect the updates. WSBA proposed amended changes. A motion was made and approved to make the suggested amendments.

4. Financial Update

Homan award attendees will pay for their own dinner.

5. Document Repository

The section would like to maintain historical documents for value and informational purposes. A discussion was held regarding different ways to set up a document repository. Alex and Jennifer will brainstorm ideas and provide a proposal for the next section meeting.

6. Committee Updates

CLE

A mini-CLE will occur on Suitable Representatives on December 8, 2025, from 12-1:30.

A CLE will occur on Evidentiary matters in Administrative Law Hearings at the Homan Award reception on December 15, 2025.

Diversity and Outreach

The last annual mentorship program has concluded. The format will be changed to quarterly mentorship meetings, and will begin next quarter.

Colleges have suggested advertising in February 2026 for the scholarship/grant program. The committee plans to award a \$5,000.00 scholarship to a student who will be engaged in an internship in Administrative Law. The student is required to provide an article about their experience for the ALS newsletter and for the WSBA.

Homan Award

The Homan Award reception and CLE will occur on December 15, 2025, at Mercado in Olympia.

Newsletter

A winter edition will be published in January or February 2026.

Legislative

Some committees have upcoming meetings, and Richard is monitoring for items of interest for the section.

The committee's draft comments to the Attorney General's Model rule draft were run through WSBA. The BOG Legislative committee okayed the comments and they were submitted. Richard testified at the hearing in November. Richard expects that additional information will be forthcoming shortly. The main issue is that the model rule comments suggest agencies use their records retention schedules as their indexes.

Publications & Practice Manual

No updates.

Annual Meeting/Retreat Planning

A brief recap of the 2025 annual meeting was provided. Lea and Jennifer will submit a proposal for the 2026 annual retreat to occur in October or November 2026. The location will be determined.

7. Good of the Order

- Wednesday November 17, 2025, at noon WSBA will offer a CLE primer which will be an opportunity to learn how to put on a CLE. The presentation will be recorded, but Q&A will not be recorded.
- Parvin provided a recap of the BOG meeting in November.

Next meeting is set for December 15, 2025, at 12:00.