



Alternative Dispute Resolution Section

Washington State Bar Association

1325 Fourth Ave., Ste. 600
Seattle, WA 98101-2539

2021-2022 Executive Committee

Mel Simburg, Chair
(open), Vice Chair
Joanna Roth, Past Chair
Courtland Shafer, Treasurer
Mary Juetten, Secretary

Kyle Berti, Young Lawyer Liaison

Alan Alhadeff
Craig Beles
Carol Betts
Melissa Fuller
Dee Knapp
Sasha S. Philip
Lish Whitson

EXECUTIVE COMMITTEE AGENDA

February 18, 2022

12:00pm – 1:30pm PST

Zoom Meeting Link:

<https://us02web.zoom.us/j/85812653666?pwd=M2ZLRtF4NUxhaE9VMGRrdTlwZWtZz09>

12:00: Reflective Check-In (Pick one word to reflect your mood, current feeling, perspective, attitude or similar.)

12:05: Opening: Confirm quorum (majority: 7 of 12 current voting members)

- Agenda Additions and Changes
- January Meeting Minutes Approval (See Minutes)

12:10: Review of DEI Guided Discussion on January 24, and February 15 follow-up.

12:25: ExCom Membership: Openings in officers and at large members; potential new members; outreach.

- Complete list of open positions and nominations (Mel report on changes: 1 officer and 3 at large open)
- Section Election Set-up Form (Done and submitted)
- Position Descriptions (Draft ready for review)
- Post position descriptions online
- Maintain info re process, deadlines, candidates
- Leverage Section communications tools
- Set up online application portal
- Recruit to diversify ExCom
- Gather final candidate info

12:30: Northwest Collaborative Futures Conference: (Mary, Alan, Melissa, Lish)

- Final financial report, lessons learned, next steps.
- NWDR

12:35: Treasurer's Report: (Courtland)

12:40: WSBA News:

- Staff report: (Carolyn MacGregor) [Discuss whether to take a position on bifurcating WSBA]
- BOG report: (Alec Stephens, Jr.) [BOG positions open: 2,9,10, at large.]

12:45: Possible CLEs (Consider collaboration with other Sections):

- IPS Possible CLE (Alan to take the lead with support from Carol and Sasha as a sub-committee of three to take off-line and recommend topics. Alan to involve Dee and Lish.)
- In-person Arbitration (and Mediation?) During a Pandemic. (Bob and ____)
- Mediation in the Context of Family Law (Carol, Joanna)

Promoting Informed Use and Best Practices of ADR

www.wsba-adr.org

- d. Collaborative Law for Business Disputes (Mary) [See January minutes]
- e. Mediation Dilemmas (Brown Bag)- (Melissa, Lish, Sasha)
- f. New Lawyers (Kyle)

12:55: Outreach Efforts:

- a. Presentation to Muslim Community Network Association no longer scheduled (Mel & Joanna)
- b. Spectrum of DR (Sasha)
- c. Once a month post to listserv or social media- (Sasha, Adrienne, Paul, Craig)
- d. Other outreach? [Happy Hour? Adrienne, Craig (to write to Roger), Melissa (contact Roger)?]
- e. Welcome message – to be redone by Mary and Mel and sent to Carolyn at WSBA.

1:05: Retreat Follow-up:

- a. Discussion of follow-up items. Action item list:
 - i. Mission statement- Craig
 - ii. Ning site and group io- the handoff - Carol has volunteered to lead the groups io set up; will get Ning admin info from Adrienne
 - iii. Restorative justice/ ADR-in-schools topic- Joanna
- b. Check-ins, metrics, mini-retreats. (Anyone that has a topic for a mini-retreat, feel free to suggest at the meeting and to plan it for 2022.)

1:10: Committee Reports:

- a. **Events:** [April Cherry Blossom walk?]
- b. **Media & Communications** (Adrienne, Carol, Emily) (Ending Ning Website; obtaining record of List Serve entries; onboarding packet/email; use of groups.io; marketing the Section (changes to WSBA website, including WSB request). Section Spotlight for Bar News?)
- c. **NWDRC** (Adrienne, Lish, Craig, Melissa Fuller & planning committee) (Redirecting conference website; future direction of conference?) (See above)
- d. **Legislation & Public Policy** (Paul & Joanna)
- e. **Professional Development & Membership** (Alan & [Kyle?]) Need another co-chair.
- f. **CLE development** (Alan, Paul, Carol, Mary, and Lish) (See above.)
- g. **Academic Partnerships** (Craig, Dee) (Q- plans for each law school?) (Combined law school event?)

1:20: Other Follow-up Items and New Business.

1:25: Reflective Check-Out

1:30: Adjourn