



Alternative Dispute Resolution Section

Washington State Bar Association

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Seattle, WA 98101-2539

2015-2016 Executive Committee

Craig Beles, Chair
Adrienne Keith Wills, Chair-Elect
Alan Alhadeff, Past Chair
Courtland Shafer, Treasurer
Helen Ling, Secretary

Hon. Paris K. Kallas
Paul McVicker
Joanna Roth
Lish Whitson
Sasha Philip
Courtney Kaylor
Mel Simburg

EXECUTIVE COMMITTEE MEETING MINUTES

September 16, 2016

12:00 – 1:30pm

1. **Roll Call** – Meeting called to order at 12:07pm
 - a. In-Person: Craig Beles, Helen Ling, Adrienne Keith Wills, Alan Alhadeff, Julianne Unite, Joe Terrenzio, Roger Moss, Paul McVicker, Paris Eriksen
 - b. Via Phone: Courtney Kaylor, Sasha Philip
2. **Meeting Minutes:**
 - a. August meeting minutes are unanimously approved.
3. **WSBA Correspondence and BOG updates (Julianne Unite, Paris Eriksen, Joe Terrenzio):**
 - a. The annual section leaders meeting is coming up. This is an orientation for new section leaders and all leaders, whether new or old, are encouraged to attend. Julianne and Joe are section liaisons. November 7th is the meeting from 10:00am – 3:45pm. It comes at a time of a lot of distrust between members and WSBA. Paris asks the ADR section on how best to facilitate dialogue in a meaningful and constructive way. There is 1.5 hours dedicated for this discussion.
 - i. Craig comments that there are certain pitfalls to being facilitators instead of participants and asks if staff should be facilitating.
 - ii. Adrienne asks about the agenda. President Robin Haynes and Executive Director Paula Littlewood will talk about strategic goals. The sections team will also cover the nuts and bolts of the life span of projects from idea to evaluation. There will be a wrap up with a panel of section leaders to discuss successes and challenges about projects they did – peer-to-peer knowledge transfer.
 - iii. Alan suggests that we utilize executive committee members from the ADR Section to assist in facilitation. WSBA staff will be seen as the establishment and will be in the firing line. In terms of preparation, it will take 4-5 ADR members. They should reach out and connect with each section to find out what is important to each and where there are overlays. The job would be to avoid rehashing everything at the discussion. Craig agrees this would be a good role for us and would be good for our section as well. We recognize that whoever the facilitator is runs a risk, but Alan says preparation work will help to lessen that risk. Craig mentions that we should be prepared that certain individuals will have their own agenda may not like this facilitation model.

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- iv. Craig agrees that we should take on the task, but have lower expectation. We can expect high energy.
 - v. Paul suggests that we reach out to ADR Section members who are leaders in other sections.
 - vi. Adrienne cautions that we should be clear in making inclusion a priority. The ADR Section is facilitating at the invitation of bar staff, but are not acting as simply an extension of the bar. Adrienne agrees to continue this discussion by emailing the executive committee. Sasha expresses interest in participating.
- b. Julianne gives updates. Annual reports are due October 14th. The November 7th meeting will also be webcasts. The discussion of bylaws in the Section Policy Workgroup included standardization of certain section procedures in Article 11. Julianne reminds the committee to get all expense reports in by September 30th. Open Sections Night in Spokane will take place at Gonzaga on October 20th.
- i. Paul is considering going even if the section does not pay for it.

4. Financial Report (Treasurer – Courtland Shafer):

- a. None.

5. Chair Updates (Alan Alhadeff, Craig Beles, Adrienne Keith Wills):

- a. Alan introduces Roger Moss as a guest today. He is part of the KCBA staff and is creating a mediation referral service that the KCBA is launching. He is invited to speak on this at our annual meeting.
- b. Craig reports on the WSBA Section Policy Workgroup. Meetings have been completed and the work of the workgroup is complete. Paris sent out a report with hyperlinks to sections leaders.
- c. Craig updates the committee on notice from Shanthi at the bar of an ethics CLE put on by the bar.
- d. Craig will touch base with Lynda about the young lawyer liaison. We have no new applicants as of now.
- e. Adrienne updates the committee on nominations for officers. Courtney will be chair-elect. Joanna will be secretary. Courtland will be treasurer.
- f. Adrienne updates on the retreat. Almost everyone on the executive committee will attend. Adrienne will follow up by phone or email concerning any follow-up.

6. Committee Reports:

a. Legislative Committee (Paul McVicker):

- i. The committee is researching family law models in the state. A final paper will be done by the end of the month. It will also include a survey of states that have adopted the Uniformed Mediation Act and how they structure their family law ADR.
- ii. Alan invites Paul to talk about early mediation at the annual meeting on Monday.

b. Media & Communications Committee (Adrienne Keith Wills):

- i. Adrienne follows up on a discussion started at the last M&C committee meeting. They are looking for fresh content for the Ning site.

- ii. The committee reaches consensus on using software of efficiently post content where if something posts on Facebook, it will also show up on Twitter and Ning. We have control over approving or disapproving any potential posts. Craig says ideally we should have a policy detailing when the administrator approves or disapproves of posts. Sasha is worried that Adrienne may not have the bandwidth, but Adrienne says as of right now, that is not a problem. Sasha offers to help.
 - iii. Roger comments that Twitter is a superior platform, but it only works when you are on it daily and it is open.
 - iv. Julianne reminds the committee that the WSBA has social media guidelines. It can be found in connection with the section leaders toolbox.
- c. Land Use and Environmental Mediation Committee (Courtney Kaylor):
- i. The pilot project report is completed and posted on the website.
- d. Membership Committee (Helen Ling):
- i. The annual meeting will occur on September 19th.
- e. Education Committee (Hon. Paris Kallas):
- i. None
- f. Law School Partnership and ECCL Taskforce (Alan Alhadeff):
- i. Law students are participating in a DR competition and need judges. Adrienne says we should share this opportunity on the listserv.
 - ii. Alan's program on early mediation for the Oregon Mediation Conference was accepted.
 - iii. The BOG approved the ECCL recommendations and it will go to the Supreme Court.
 - iv. Roger Moss invites everyone to attend a mixer on Thursday, October 20th at 5:30pm about the new ADR platform for conflict resolution and management services at KCBA. He is interested in also raising awareness of mediation in the community and support business mission of providers.
- g. Northwest Dispute Resolution Conference Planning Committee (Craig Beles, Adrienne Keith Wills, Sasha Philip):
- i. RFPs are out.
 - ii. The committee would love to have even small contributions or pledges in by December.
 - iii. The next meeting will be about marketing.
 - iv. Sasha asks Julianne about the new NLE staff at the bar to work on a young lawyer track at the conference.
- h. Adjourn – 1:36pm