

MEETING MINUTES

CRIMINAL LAW EXECUTIVE COMMITTEE

Date: September 14, 2023

Time: 2:07 PM

Meeting called to order by: Tracey Munger

IN ATTENDANCE

John Strait, Nicholas Holce, David Stevens, Tracey Munger, Kim Hunter, Mark Vovos, Hugh Birgenheier, Mary Kay High, Sally Romero (WSBA), C. Dale Slack, Carylon MacGregor (WSBA)

APPROVAL OF MINUTES

Minutes from August 3, 2023 meeting were approved.

BUSINESS

- First order of business: CJI update
 - All slots are full.
 - Confirmed Gary Drumheller will speak on gambling law.
 - Discussed struggles getting Native American Law speaker.
 - "Once Upon a Trial." Title for CLE.
 - All materials due October 8.
 - Titles and descriptions are due tomorrow to publish the agenda.
 - Reconfirmed the CLE will be by Zoom.
- New business:
 - Zoom reminders, Zoom account.
 - Desire to purchase Zoom account for Executive Committee. Tracey proposes funding Zoom account.
 - Hugh moved to authorize Tracey to pursue purchase of Zoom account and creating e-mail account for managing the Zoom account. The e-mail information would pass from chair to chair.
 - Mark seconded motion.
 - Motion passed unanimously.
 - Carolyn indicates EC would open the subscription in their name for the year, and that would be reimbursed by the WSBA. It's usually in an individual's name. Carolyn observed WSBA has an account which is free,

- but it is more cumbersome because someone with WSBA (Carolyn) has to arrange it.
 - Kim observed it would be better to have a member of EC do it rather than try to arrange it with WSBA.
- Fiscal year 2023 entity annual report
 - Top goals and priorities for 2023/24?
 - Grow membership
 - Newsletter, quarterly?
 - Lawschool visit(s)/recruitment
 - Prior lawschool visit at Gonzaga drew approximately 10 students total. Free food was the primary draw. Hugh suggested going to all three Washington law schools.
 - Kim suggested charity work may draw some publicity and community involvement. For example, a book draw for the local jails.
 - Kim and Tracey discussed a toy drive. Kim could put a receptacle in her local police department. Hugh volunteered to place a similar receptacle in Tacoma. John to reach out to Seattle law enforcement. Mark to coordinate a similar receptacle in Spokane. Nicholas proposed changing the toy drive to a book drive. Carolyn indicates we could put something on the WSBA page about the book drive.
 - Section member benefits?
 - CJI
 - Smaller CLE, too?
 - Legislative activity
 - Due in October.
 - Inquired whether there is a BoG liaison, and what they do.
 - Purpose of entity: mission statement.
 - Dale
- Setting meeting schedule for the year
 - Discussed frequency of meeting. Every other month is adequate.
 - Hugh and Dale indicated that face-to-face meeting at some point would be beneficial.
 - Two meetings of the six would be in-person.
 - John moved to adopt schedule of meetings.
 - Mark seconded.
 - Passed unanimously.
 - Third Thursday at 2:00 on even months.
 - April and October meetings would be in person.
- Confirmed desire to move CJI to September for the future so it isn't dropped on a new chair immediately.
- Executive Committee Retreat
 - Hugh suggested the April meeting could be the "retreat."
 - October in-person meeting is less desirable for the retreat because of the need for the new leadership to get together and plan year-long goals.
 - Kim inquired about doing the retreat in March or May instead. Kim preferred March. Mary Kay, John prefer earlier in the year, like February or March.
 - Kim moved to have the retreat to be in March and October, all day, with only one day (not weekend). Meeting with break-out session to review official EC obligations.
 - Dale seconded.
 - Motion passed unanimously.
- October retreat

- Discussed whether to do a retreat in October due to the proximity of the month.
- Tracey will send out an e-mail to the EC to find availability for the October retreat.
- Opinion on Bar Alcohol Form
 - Section did not submit formal response to the policy.
 - Kim moved that alcohol should be self-monitored by the sections rather than by blanket fiat.
 - John seconded.
 - Passed unanimously.
 - John will draft the section's formal response.
- Hugh inquired of Carolyn about cleaning the Bar Section page up with updated information.
 - Tracey observed the WSBA page has two pages with conflicting information.
 - Carolyn indicates the pages aren't updated for the new session.
 - Discussed terms of service on the EC.
- Motion to end meeting by Kim.
 - Seconded by John.

NEXT MEETING

The next meeting date and time to be coordinated by e-mail, to be held in person.
Meeting adjourned at 3:17.