



**Meeting Agenda**  
**Health Law Section Executive Committee**

**When:** Monday, October 16, 2017  
9:00am-12:30 p.m.

**Where:** Ogden Murphy Wallace PLLC  
901 Fifth Ave, Suite 3500 Seattle, WA 98164

Call-in number: 1-866-577-9294  
Participant Passcode: 5016513#  
Moderator Passcode: 50165139#

**From:** Lee Kuo, Chair; Leanne Park, Immediate Past Chair

**1) General Section Business (9:00-10:15am)**

- i) Quorum Needed: Three Section Officers
- ii) Introductions
- iii) Review Agenda

**b) Review of Minutes of Previous Meeting:** Morgan Gabse

**c) Old Business**

- (1) None

**d) New Business**

- i) 2017 Annual Report – finalize
  - (1) Educational offerings (CLEs)
  - (2) Section demographics
  - (3) Section financials
  - (4) Section growth? (increased membership?)
  - (5) Updated Bylaws
  - (6) Engaged opinion for LLLT decisions - ?

**e) WSBA Update**

- i) **Governance** (Luke) – copy of new Bylaws
- ii) **General** (Julianne) –
  - (1) Fall Sections Meeting – Oct 26<sup>th</sup> 9am-4pm (9:00-12:00 annual fall section leaders meeting; 1:00 – 4:00 pm WSBA CLE models discussion)
  - (2) Link to ToolKit
  - (3) Travel reimbursement process/info
  - (4) Other key WSBA policies to note?

- 2) **Transition (10:15-10:30am)**– discuss positions and responsibilities, tips & tricks
- 3) **Break (10:30-10:40am)**
- 4) **Annual Plan for 2017-2018**
  - a) **Year Ahead Plan** – draft attached
  - b) **Review past annual reports**
- 5) **Committee Planning (10:50- 12:00)**
  - a) Education
    - i) Annual CLE
      - (1) Do we have a chair(s)?
      - (2) Brainstorm ideas for CLE – copy of previous ideas
      - (3) Review plans/notes to date
      - (4) Develop timeline (see attachment)
    - ii) Webinar/Mini CLE
      - (1) WSBA Webinar training- who is comfortable with setup?
      - (2) Topic/Speaker ideas
      - (3) Calendar events now
      - (4) Leader to organize each event?
    - iii) Sonia Livingston-Carr, WSBA Education Programs Lead
      - (1) Would like to join our meeting to discuss how WSBA can support the Annual CLE
      - (2) How ExComm can gain CLE credits through participation/planning
  - b) Membership –
    - i) Welcome blurb for new members?
    - ii) Membership survey in 2018?
    - iii) Open Sections Nights
      - (1) Tacoma Nov 1
      - (2) Seattle Jan 24
  - c) Section Outreach – cross-section event?
  - d) Legislative – continue legislative updates?
  - e) Communications – continue legislative alerts?
  - f) Professional Licensing
- 6) **Agenda for next meeting**
- 7) **Adjourn**