

WASHINGTON STATE BAR ASSOCIATION HEALTH LAW SECTION

November 2024 Full Executive Committee Meeting

<b>Date:</b>	November 27, 2024
<b>Invitees:</b>	Adrian Chan, Genta Iwasaki, Elena Praggastis, Stephanie Sundier, Mikaela Louie, Ricci Crinzi, Andrew Feld, Carolyn MacGregor (WSBA), Emily Arneson (BOG)
<b>In attendance:</b>	Adrian Chan, Genta Iwasaki, Elena Praggastis, Stephanie Sundier, Mikaela Louie, Ricci Crinzi, Carolyn MacGregor (WSBA), Emily Arneson (BOG)
<b>Call to Order:</b>	12:00 PM
<b>Adjourn:</b>	1:00 PM
<b>Approved on:</b>	[December 16, 2024, 12:05pm, at the December 2024 Full Executive Committee Meeting] <i>*to be completed at next meeting upon approval</i>
<b>Agenda:</b>	<ol style="list-style-type: none"><li>1. Discuss format of the full EC meetings (<i>Elena</i>)</li><li>2. Schedule remaining meetings for full EC (<i>Elena</i>)</li><li>3. WSBA / Board of Governors updates (<i>Emily &amp; Carolyn</i>)</li><li>4. Subcommittee meetings (<i>Elena</i>)</li><li>5. EC Social event – winter (<i>Adrian</i>)</li><li>6. Discuss re making edits to the website (<i>Stephanie</i>)</li><li>7. Section Legislative Primer (<i>Carolyn</i>)</li><li>8. Open positions – Young Lawyer Liaison &amp; At-Large Member (<i>Adrian</i>)</li><li>9. New Section – Settlement Guardian Ad Litem (<i>Carolyn</i>)</li><li>10. Membership Dues – \$25+ from \$20 (<i>Stephanie</i>)</li></ol>
<b>Minutes:</b>	<p><u>1. Discuss format of the full EC meetings (<i>Elena</i>)</u> - Moving forward, the format will include (i) reporting out from the two subcommittees, (ii) approval of the meeting minutes, and (iii) financial updates. Other ideas are welcomed.</p> <p><u>2. Schedule remaining meetings for full EC (<i>Elena</i>)</u> - Quorum is to have the monthly meetings on the 4th Monday starting at noon. Elena will send calendar invites. - For December 2024 only, the meeting will be on the 3rd Monday at noon to accommodate the holidays.</p> <p><u>3. WSBA / Board of Governors updates (<i>Emily &amp; Carolyn</i>)</u> - Emily is new to the Board of Governors and has attended one board meeting so far. She let us know that she is available to answer any questions in her role as the section liaison. She will try to attend our monthly EC</p>

meetings whenever possible.

- The next Section Leaders Bulletin will come out next Friday on December 6. There are a few more days left to comment on [the Draft WSBA Equity and Justice Plan](#).

- As part of the Section Leaders Discussion Series, a meeting is scheduled on January 9 at noon to discuss section member recruitment. The marketing team will begin member recruitment outreach starting in early December.

#### 4. Subcommittee meetings (Elena)

- NOT DISCUSSED

#### 5. EC Social event – winter (Adrian)

- NOT DISCUSSED

#### 6. Discuss re making edits to the website (Stephanie)

- Stephanie will reach out to Noah re cadence of making edits to [our section website](#). Stephanie believes we should ask Noah to update our website once we have more clarity on planned events for the new term.

- Stephanie wants to update the social media policy that will also apply to our website.

- Elena wants to update the meeting dates and also create a new “meeting minutes” link to open in a new tab. Elena proposed that we review other sections’ websites for ideas (e.g., creating a page of executive committee member bios).

- Noah can make minor website updates in 1-3 days. For more major website updates, he will need more turnaround time, so please make requests accordingly.

- To discuss further at the next meeting.

#### 7. Section Legislative Primer (Carolyn):

- The primer will be on Wednesday, December 4th at 10:30 – 11:30. It is optional to attend, but at least one EC member must attend if our section wants to do any legislative work this term (e.g., submitting comments to a proposed bill).

- Note that many sections choose not to do any legislative work.

- Since many changes are expected at HHS under the incoming administration, it was decided that one EC member (tentatively Stephanie) will attend the primer so that we can be prepared should we decide to engage in any legislative work this term.

#### 8. Open positions – Young Lawyer Liaison & At-Large Member (Adrian)

- To recruit for the two open positions of Young Lawyer Liaison and At-Large Member, respectively, we could recruit directly (i.e., a few of us have potential candidates in mind) and/or advertise at large (via LinkedIn post, listserve

blast, etc.) to see who will apply.

- At-Large Member applicants will need to submit a resume and a letter of interest. For Young Lawyer Liaison, the application process is a bit different, so those interested should contact WSBA at [michelleg@wsba.org](mailto:michelleg@wsba.org) for details.

#### 9. New Section – Settlement Guardian Ad Litem (Carolyn)

- Existing section executive committees have until December 20 to submit their comments re the proposed “Settlement Guardian Ad Litem” section creation.

- As of now, this proposed creation would not result in the hiring of an additional WSBA staff; as such, the per-member charges are not expected to be affected.

- To discuss further at the next meeting.

#### 10. Membership Dues – \$25+ from \$20 (Stephanie)

- We are the only one of two sections charging \$20 membership due. Other sections charge \$25 – \$40.

- To discuss further at the next meeting. We have until the summer to decide.