

WASHINGTON STATE BAR ASSOCIATION HEALTH LAW SECTION

April 2025 Full Executive Committee Meeting

Date:	April 28, 2025
Invitees:	Elena Praggastis, Adrian Chan, Genta Iwasaki, Stephanie Sundier, Mikaela Louie, Ricci Crinzi, Andrew Feld, Carolyn MacGregor (WSBA), Emily Arneson (BOG), Maddie Haller, Sabrina Marquez, and Anna Clavel
Attendees:	Elena Praggastis, Adrian Chan, Genta Iwasaki, Stephanie Sundier, Mikaela Louie, Ricci Crinzi, Carolyn MacGregor (WSBA), Emily Arneson (BOG), Sabrina Marquez, and Anna Clavel
Call to Order:	12:00 PM
Adjourn:	12:43 PM
Approved on:	5/19/2025, 12:12pm, May 2025 Full EC Meeting
Agenda:	<ol style="list-style-type: none"> 1. Chair opening comments (<i>Elena</i>) + WSBA AI Use Policy (<i>Stephanie</i>) 2. Minutes approval for last month's meeting (<i>Genta</i>) 3. Introduction of Anna Clavel (<i>Elena</i>), voting officially for her appointment (<i>Genta</i>) 4. Elections - applications due by EOD today (<i>Elena</i>) 5. Subcommittee updates: Communications, including the draft newsletter review request (<i>Stephanie</i>) 6. Subcommittee updates: Community Engagement, including the Student Health Law Fair feedback (<i>Adrian</i>) 7. WSBA updates (<i>Carolyn</i>) 8. Board of Governors updates (<i>Emily</i>) 9. Financial updates - fiscal year 2026 section budgeting process (<i>Ricci</i>) 10. Retreat update: Google form incoming, signing contract this week (<i>Elena</i>)
Minutes:	<p><u>1. Chair opening comments (<i>Elena</i>) + WSBA AI Use Policy (<i>Stephanie</i>)</u> - Elena started the meeting with an introduction to WSBA's new AI Use Policy (see page 30 here), with Stephanie chiming in to provide details, including the need to put an AI disclaimer in the meeting minutes. Carolyn confirmed that we can use AI tools such as Zoom's Meeting Summary feature so long as the usage is disclosed to and approved by the meeting attendees.</p>

2. Minutes approval for last month's meeting (Genta)

- The March meeting minutes were approved. Genta circulated them to Carolyn to be uploaded to our website.

3. Introduction of Anna Clavel (Elena), voting officially for her appointment (Genta)

- The EC members introduced themselves to Anna Clavel, the At-Large Member-Elect, and shared their roles and experiences with her. Anna then shared her background as an attorney and her time working for the State, including her time at the Department of Health and the Attorney General's Office. Anna was officially voted in as the newest At-Large Member.

4. Elections - applications due by EOD today (Elena)

- Once the submission window closes, Stephanie, Maddie, and Elena will meet to review the received applications.

5. Subcommittee updates: Communications, including the draft newsletter review request (Stephanie)

- Stephanie shared that the newsletter's first issue is set to be released on June 2nd. The subcommittee is working on the newsletter's look and feel. Stephanie asked Carolyn to please check the licensing requirements for using Adobe stock images in the newsletter. Stephanie will continue to work with Carolyn and forward the final newsletter copy to the WSBA legal team for their review.

6. Subcommittee updates: Community Engagement, including the Student Health Law Fair feedback (Adrian)

- Adrian gave an update on the Student Health Law Fair that was held on April 18th at UW Law School. The fair included presentations, a careers panel, and a networking hour. The event was considered a success despite not meeting the registered number of attendees. Besides the Student Health Law Fair, the subcommittee has been focusing on mentorships and pro bono planning.

7. WSBA updates (Carolyn)

- Carolyn discussed the section budget planning process and the upcoming May newsletter. She also mentioned the upcoming Board of Governors meeting. Finally, she mentioned the New Member Onboarding scheduled for July 10th.

8. Board of Governors updates (Emily)

- Emily confirmed that the next Board of Governors meeting will be held during May 2-3 where they will discuss various topics, including re the public members proposal

and the upcoming license fee increases. Emily encouraged EC members to send any questions to her before Friday's meeting. She will be sending out a summary of the meeting materials shortly. Elena will attend the Board of Governors networking dinner.

9. Financial updates - fiscal year 2026 section budgeting process (Ricci)

- The current balance is \$69,948 and is largely on track. There are no unforeseen expenses. Ricci plans to attend the section budget process call this Thursday to learn more about the fiscal year 2026 budgeting process.

10. Retreat update: Google form incoming, signing contract this week (Elena)

- Elena reiterated that the retreat in October will be held at the Woodmark Hotel in Kirkland (a calendar hold forthcoming). She mentioned that the retreat will start at 9am and end at 5pm, with a group dinner following the retreat. Elena also mentioned that she will be sending out a survey closer to the retreat with some questions about dietary preferences and participants' lodging plans. Additionally, Elena will be signing the contract with the Woodmark Hotel sometime this week after confirming process with Carolyn.

Please note that some material in these meeting minutes was generated by Zoom's Meeting Summary feature and reviewed for accuracy by Genta Iwasaki.