



**Labor & Employment Law Section  
Meeting December 8, 2022**

Zoom Attendees:

Cassandra Lenning – Chair  
Angie Hayes – Secretary  
Tina Aiken – Immediate Past Chair  
Brad Medlin  
Elyse Maffeo  
Sarah Mack  
Dave Gaba  
Colin McHugh  
Joanna Cleveland  
Matt Kelly  
Carolyn McGregor-WSBA  
Shanthi Raghu - WSBA

Not Present:

Jacob Metzger  
Lauren Parris Watts  
Amy Mensik  
Carson Phillips-Spotts

- Approval of October 2022 minutes
  - NOTE: There are no meeting minutes from November, due to annual CLE conference.
  - Oct minutes unanimously approved – with typos corrected.
- 22<sup>nd</sup> Annual Labor & Employment CLE - review
  - Final enrollment numbers:
    - In-person: 70
    - Remote: 138
    - Total: 208 (minus 24 for faculty = 184)
  - Reviewed feedback received from attendees.
    - Positive feedback received
    - Remote option was met with approval and tech was seamless
  - Gifts for presenters

- Discussed gift options for presenters.
    - Group order of gift baskets for each participant; or
    - Each moderator can select own gift
  - Budgeted \$100 per presenter per fiscal policy (inclusive of tax and shipping)
  - If ordering independently, moderator should submit receipts to WSBA for reimbursement using expense report form
  - Angie volunteered to coordinate gift basket with Carolyn; moderators will need to get mailing addresses for presenters and forward to Angie
  - Next year, consider having gift baskets ready ahead of time to provide to presenters at conclusion of CLE; in the alternative, gather presenter mailing information before CLE to facilitate gift ordering and delivery after CLE
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- Discussion with Shanthi and Kevin Plachy re CLE section splits of net revenue
    - Section splits are distributed to sections from prior year
    - Live and on-demand revenue is combined and incorporated into the split
    - SPLIT for FY 2022 - (for 2018-2020) \$23,402.44
    - Kevin suggested that we consider holding CLE at different time to allow sufficient time for program to be posted in on-demand store, which would increase section revenue:
      - Highest sales in Nov. and Dec for on-demand CLEs, so we miss the window of opportunity to maximize sales during that time because it takes up to 4 weeks to get CLE posted in store
  - January Breakfast Mtg.
    - Discussion of location
      - Edgewater location has increased three-fold in cost, so section is looking at other venues for January planning meeting
      - Joanna has contacted Rainier Club, but no response to date
      - The Willows and Edgewater are both \$1900
      - Hyatt Lake Washington is another option –good mid-price point and central location
    - Date
      - 1/6, 1/11, 1/20 were the three potential dates
      - Joanna received only 5-6 responses to Doodle Poll
      - Discussion of potential dates = settled on 1/20 at 9:30 am
      - Joanna will confirm with Hyatt Lake WA
  - Law School Connection –Lauren, Devon, Angie
    - Seattle University – Lauren
      - She’s been in contact with Seattle U contact and discussion of February date for networking event
    - UW – Devon (Amy and Lauren assisting) -no report
    - Gonzaga – Angie

- Will contact Kate Calhoun (grant recipient) for planning assistance
    - Look at date in February/March
  - Two summer grantees, Kate Calhoun (Gonzaga) and Conor Trapp (Seattle Univ), volunteered to help coordinate with their respective schools.
- Rescheduling Mini-CLEs / Informal Lunchtime Meetings
  - Mini-CLE re Return to Work and DEI – Lauren
    - Date: Lauren looking at February or March date
    - Speakers: Lauren and Iskah Singh, Fortive Corporation
    - Location: Rainier Club, with lunch
    - No charge for members; \$30 for non-members
- Budget – Lauren
  - If anyone else has purchased gifts for presenters, coordinate reimbursement with Lauren/receipts should be submitted to Carolyn at the WSBA using reimbursement forms.
- Other matters:
  - Open Section Night – WSBA looking for section representatives to attend and participate.
    - Need to create a core planning committee – Carolyn looking for volunteers to join core planning committee; there will be core staff support for the event.
    - Would like first planning meeting to occur before end of year.
    - If there is a poor turnout for core planning committee, it may be indicative of interest in section night.
    - Reach out to Carolyn if interested in joining core planning committee.
  - There is a new mini-CLE planning guide/form that has been circulated.
- Next Meeting: Annual Planning Meeting; Friday January 20, 2023, 9:30 am; Hyatt Lake Washington