

## **SENIOR LAWYERS SECTION EXECUTIVE COMMITTEE MEETING**

**Agenda for October 18, 2023, 10:30 am - noon**

**Welcome and Interim Co-Chair Report:** Carole Grayson

**Secretary's Report:** Al Armstrong

- Review and approval of minutes of September 20 EC meeting (Appendix I)

**Treasurer's Report:** Joe Gordon

- Monthly financial report from the WSBA (attached to interim chair's 10/17 email)
- Any other financial matters

**CLE Planning for 2024:** Carole Grayson/Rachel Matz (Appendix II)

**Chair Position Interim Allocations:** Q1, Q2, Q3 (fall 2023 - spring 24) are filled

**Annual Report:** Jeanine Lutzenhiser (Appendix III)

**Newsletter:** Jim Riehl/Carole Grayson

- Status of autumn *Life Begins*
- Planning for winter issue

**WSBA MyCommunity:** on-line volunteer engagement pilot section program (apply by Oct. 20) (Appendix IV)

**Section Leaders Fall Orientation:** Nov. 13, 9 - 11 am via Zoom (Appendix V)

**BOG Liaison Process and Report:** Jordan Couch (At Large)

**New business/Adjourn**

**Next EC meeting: November 15, 2023, 10:30 - 12:00 via Zoom.**

**Appendices I, II, III, IV**

## **Appendix I.**

### **SENIOR LAWYERS SECTION MINUTES OF THE EXECUTIVE COMMITTEE MEETING**

**September 20, 2023**

This meeting was conducted via Zoom. The following Executive Committee members and WSBA personnel were present at this meeting: interim Chair Brian Comstock, Jeanine Lutzenhiser, Carole Grayson, Al Armstrong, Jenny Rydberg, David Sprinkle, Steve DeForest, Joe Gordon, WSBA Sections Program Specialist Carolyn MacGregor, Eleanor Doermann, Bill Cameron, and Jim Riehl. Not able to be present were Morrie Shore, Young Lawyer Liaison Sabiha Ahmad and BOG Liaisons Jordan Couch and Kevin Fay.

#### **CHAIR'S WELCOME**

Brian welcomed the attendees.

#### **SECRETARY'S REPORT**

Al's June Meeting Minutes were approved by Motion.

#### **TREASURER'S REPORT**

Joe reported that our fund balance at the end of July stood at \$14,325.14.

#### **CLE SUBCOMMITTEE REPORT**

Carole thanked Al for his summation of our July 14 CLE.

#### **SECTION WEBPAGE UPDATE AND IMPROVEMENTS**

Noah Baetge, WSBA's Sections Program Coordinator, recently informed our Section that the Bar has undertaken to update and to improve section webpages. The Bar also instituted a survey of the WSBA's section members to discern what the membership would want in the way of website improvements; the answers were due on September 25. This survey calls for each section

to designate a contact person who would serve as the section spokesperson to interact with the Bar re proposed alterations/addition to a section's webpage. Noah joined us for this meeting.

Regarding our Section's website, Noah outlined some suggestions: adding an "elections" subpage; adding anchor links that will direct users to specific headings on the main webpage and improving the organization of information. Noah commented that we already have a fairly comprehensive website.

Noah requested us to choose a representative. He indicated that the time commitment wouldn't be great. In the event of no volunteers, Noah said he would try to keep track of developments for our Committee. Jeanine said that if anyone has any suggestions, please "shoot me an email."

### **ANNUAL REPORT**

Jeanine asked if anyone had access to Annual Reports we have submitted in the past. The deadline for this year's report is October 13. Carole agreed that having the template is enormously helpful.

### **YOUNG LAWYER LIAISON REPLACEMENT**

Carolyn mentioned that we still do not have any applicants for our Young Lawyers Liaison slot. She mentioned that we could recruit a candidate separately from the Bar process. David suggested that we just wait for next year's cycle to fill the position.

### **THE 2023 WSBA LISTENING TOUR**

Al and Carole attended the September 13 WSBA "Listening Tour" held at the WSBA's downtown office.

Al reported that the hosts, Executive Director Terra Nevitt and new BOG present Hunter Abell informed the attendees that the Bar plans to retain the current annual dues through the year 2025. They also said that the WSBA's office lease will be extended; that the Bar offices would not be moved to another location. Further, changes are contemplated for the bar exam, styled the "Next Generation Bar Exam." This regimen\* will, according to the Bar, place greater emphasis problem-solving skills and less testing demanding rote memorization.

Al indicated that Carole and fellow attendee Bob Wayne joined him in asking that the Bar find another term for no-longer-practicing attorneys; the current term, "voluntarily resigned," carries with it an implied meaning that the former practitioner had been somehow gently forced off the stage. Mr. Wayne also questioned whether it was really necessary for an inactive practitioner to take a full three-year's worth of CLEs to resume active practice, as well as facing a "character and fitness" review.

Carole also told our Listening Tour hosts of our desire to expand our Senior Lawyers Section membership. Both Carole and Al emphasized Brian's steadfast emphasis on gaining greater membership from among some 13,000 eligible WSBA members. Carole mentioned that Bob Wayne had suggested that older lawyers meet informally with others in their age-group.

Carole also related some key remarks by some other attendees. Attorney Kelby Fletcher questioned why interest groups within the Bar are allowed to give still-serving members of the judiciary awards. APEX award winner Michael Goldenkranz (Pro Bono and Public service Award) spoke about how the public should be made aware, through posters and brochures, of how attorneys serve the public interest. Attorney John Hogland had a similar suggestion. We heard from an attorney who organizes moot court competitions for high-schoolers; he advocated awarding CLE credits to those who coach these students. Attorney Lucinda Dunlap who had been practicing Social Security disability law wanted the WSBA to consider some type of sliding scale Bar dues scheme for those with public entitlement practices. BOG member Brent Williams advocated raising the Bar dues every year.

### **OBTAINING THE WSBA'S HELP IN EXPANDING OUR SECTION MEMBERSHIP**

Discussion turned to steps our Section could take to get the Bar to consider automatic membership in our Section for all eligible WSBA members. Brian mentioned that there are six bar associations, across the country that have some kind of bar-wide automatic membership in their respective senior lawyer sections, as does the ABA. Steve suggested a joint task force be instituted.

The Bar-wide Young Lawyer Committee has been mentioned as a sort of template for the possible expansion of our Section. Carolyn said that the former Young Lawyer Division was divided into "Districts." Further, we might wish to draw our WSBA Liaisons Kevin and Jordan in to support our cause. Carolyn cautioned that an expanded Senior Lawyers Section could result in our losing some of our prerogatives that we have now.

Carole and Jenny said they would help in our Section-expansion endeavor. She didn't think a formal motion would be necessary to begin these efforts. Steve suggested that we may wish to approach our WSBA Treasurer to see if a "no dues" expanded Senior Lawyers Section is a "non-starter." Jenny said she would be willing to part of this. Jenny said she would like to attract more members with more to offer than merely an annual CLE. Brian agreed that "we do not offer much."

A subcommittee consisting of Al, Jenny, Carole and Brian was appointed to pursue this matter with the WSBA. A Zoom meeting was scheduled for Wednesday, September 27 at 5:00 pm.

### **ADJOURNMENT**

Brian adjourned the meeting.

## **NEXT MEETING**

Our next meeting will take place on a remote-attendance basis on October 18, 2023 at 10:30 am.

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### **Appendix II.**

#### **Oct. 5 email re CLE planning**

#### **from Rachel Matz, Education Programs Lead**

Good afternoon Carole,

Did the Section end up deciding whether they'd like to do one full-day or two half-days in 2024? Our calendar is slowly but surely filling up and I want to make sure you're able to secure good date(s) for the event(s).

If you are planning on two half days, I would recommend having the first one in March or April, and then another in July or August. If you'd like to keep it on a Friday, the best dates for spring are March 1, 15, and 22, or April 5, 12, or 26. For July the available dates are July 12 and 26 if we are sticking to Fridays.

If you'd like to go the two half-days route, I recommend choosing a spring date sometime in the next month so we can feel prepared well ahead of the holidays. Let me know if you have any questions or want to hop on a call.

PS – enjoyed your article in *Life Begins!* Looks like you had a great trip and I'm impressed at the high quality of the publication.

Best,

**Rachel Matz** (pronounced MAHts) | **Education Programs Lead** | [she/her](#)

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about accessibility or require accommodation please contact [cle@wsba.org](mailto:cle@wsba.org)

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### Appendix III.

# WASHINGTON STATE BAR ASSOCIATION

## WSBA ENTITY ANNUAL REPORT FORM

**FY 2023: October 1, 2022 – September 30, 2023**

*The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.*

**Instructions:** In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards<sup>1</sup>), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year FY2023 (October 1, 2022 – September 30, 2023). Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and the staff liaison.

**Submission Deadline is Friday, October 13:** please submit by emailing [barleaders@wsba.org](mailto:barleaders@wsba.org) or requesting that your staff liaison submit the report internally.

<b>Name of Entity:</b>	Senior Lawyers Section
<b>Entity Size:</b> <i>Total Number of Entity/Section Executive Committee Positions</i>	12

<b>Chair or Co-Chairs: (rotating chairs)</b>	Carole Grayson, David Sprinkle, Jeanine Lutzenhiser, Brian Comstock
<b>Staff Liaison:</b> <i>Include name, job title, and department if known</i>	Carolyn McGregor
<b>Board of Governors Liaison(s):</b>	Jordan Couch  Kevin Fay
<b>Purpose of Entity:</b> <i>May be stated in Bylaws, Charter, Court Rule, etc.</i>	
The Senior Lawyers Section is open to all WSBA members, although to be a voting member, one must be an active or inactive member of the Washington State Bar Association who is age 55 or older or has been in practice in any jurisdiction for at least 25 years. As one of the few Association sections that does not focus on a particular area of the law, the Section provides information about navigating the practice of law, life transitions and developments in the law.	
<b>Strategy to Fulfill Purpose:</b>	
The Section provides benefits to members by presenting CLE programs focusing on a broad range of topics. In 2023, the Section reintroduced its annual CLE in a half-day hybrid format and plans to continue to present other mini-CLE webinars on various topics. The Section also publishes a newsletter, Life Begins, with articles of interest to senior lawyers.	
<b>How does the entity’s purpose help further the mission of the WSBA “to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice”?</b>	
The Senior Lawyers Section advocates for the unique professional needs of older attorneys to the Bar as a whole, and fosters sharing of knowledge of attorneys with many years of experience.	
<b>2022-2023 Entity Accomplishments:</b>	
We hosted our first in-person CLE since 2019, which also had a remote option. In-person attendees enjoyed a boxed lunch and conversation after the half-day event.	
<b>Looking Ahead: 2023-2024 Top Goals &amp; Priorities:</b>	
<b>1</b>	Expand section membership, with a task force forming to explore creative options
<b>2</b>	Continue and expand education offerings, including our in-person CLE
<b>3</b>	Regularly publish “Life Begins” newsletter
<b>4</b>	Identify and address concerns of the next generation of Senior Lawyers

5	Click or tap here to enter text.	
<p><b>Please describe how this entity is addressing diversity, equity, and inclusion:</b>  <i>How have you elicited input from a variety of perspectives in your decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive, and eventually lead the profession? Other?</i></p>		
<p>A primary goal of our section is to expand its membership to all lawyers now in the senior category – to include the huge generation of Baby Boomers, many GenXers, and diversity of lawyers of every race, sexual orientation, religion and culture. In FY23, our Executive Committee had 4/12 women and one LGBT member, with several attorneys who entered the profession as a second career. We also benefited from the perspective of a Young Lawyer Liaison (who was both a young and a new lawyer).</p>		
<p><b>Please share feedback regarding the support and engagement provided by WSBA.</b>  <i>For example:</i></p> <ul style="list-style-type: none"> <li>• <i>Quality of WSBA staff support/services, including technology solutions</i></li> <li>• <i>Involvement with Board of Governors, including assigned BOG liaison(s)</i></li> <li>• <i>Ideas you have for ways WSBA can continue to strengthen/support your entity.</i></li> </ul>		
<p>Senior Lawyers Section receives excellent support from WSBA staff. Carolyn McGregor is our highly skilled and responsive staff liaison. Noah Baetge offers cheerful and capable support with various programs. Rachel Matz did an outstanding job facilitating our first in-person CLE since 2019.</p>		
<p><b>SECTIONS ONLY: Please quantify your section’s 2022-2023 member benefits:</b></p> <p><i>For example:</i></p> <ul style="list-style-type: none"> <li>• <i>\$3000 Scholarships, donations, grants awarded;</i></li> <li>• <i>4 mini-CLEs produced</i></li> </ul>	3	Newsletters/publications produced
	0	Mini-CLEs produced
	1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
	0	Co-sponsored half-day, full-day and/or multi-day CLE seminars with <i>non-WSBA</i> entity
	0	Receptions/forums hosted or co-hosted
	0	Scholarships, Donations, & Grants
	0	New Lawyer Outreach events/benefits
	0	Other (please describe):



		Click or tap here to enter text.
<b>SECTIONS ONLY: Please quantify your section's 2022-2023 legislative activity.</b>	0	Bills Reviewed
	0	Bills tracked
	0	Comments proposed
	0	Bills proposed/drafted

**Entity Detail & Demographics Report:  
To Be Completed by WSBA Staff**

<b>Number of Entity Members/Section Executive Committee Members:</b>	Click or tap here to enter text.
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<b>Number of Section Members:</b> <i>As of September 1, 2023. Note: The Section Membership year runs on the calendar year.</i>	Click or tap here to enter text.
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<b>Number of Applicants for FY24 Positions:</b> <i>October 1, 2023 – September 30, 2024</i>	Click or tap here to enter text.
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<b>Do you have vacant positions for the coming year, FY24?</b>	Click or tap here to enter text.
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<b>FY23 Budgeted Direct Expenses:</b> <i>As of September 30, 2023. For Sections, this does not include the Per-Member-Charge.</i>	Click or tap here to enter text.
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<b>FY23 Indirect Expenses:</b> <i>All entities other than Sections</i>	Click or tap here to enter text.
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<b>FY23 Demographics:</b>		
The WSBA promotes diversity, equality, and cultural competence in the courts, legal profession, and the bar, and is committed to ensuring that its committees, boards, and panels reflect the diversity of its membership.		
Aside from the factors marked (*), demographic information was provided voluntarily, and individuals had the option to not respond to any or all of the factors below.		
<b>Disability</b>	No	%
	Chose Not to Respond	%
<b>District*</b>	0	%
	1	%
	2	%
	3	%

	4	%
	5	%
	6	%
	7N	%
	7S	%
	8	%
	9	%
	10	%
<b>Ethnicity</b>	White or European Descent	%
	Middle Eastern Descent	%
	Multi-Racial or Bi-Racial	%
	Chose Not to Respond	%
<b>Gender</b>	Female	%
	Male	%
	Chose Not to Respond	%
<b>Sexual Orientation</b>	Gay, Lesbian, Bisexual, Pansexual, or Queer	%
	Heterosexual	%
	No	%
	Chose Not to Respond	%

The Yes/No response for the Sexual Orientation category is data from a previous demographic question 'Do you openly identify as a sexual minority to include the following: gay, lesbian, bisexual, transgender?' This question was on the volunteer application when some of the current members submitted their application and therefore, is still included.

**Appendix IV.**

**Opportunity to express section interest by Oct. 20 in WSBA pilot project for MyCommunity, new on-line volunteer engagement tool (Oct. 17 email from WSBA's Carolyn MacGregor, cc: Julianne Unite, Paris Eriksen)**

Hello Section Chairs,

I am excited to share with you that the WSBA is embarking on a volunteer-focused pilot project. Introducing **WSBACommunity**, an online volunteer engagement tool.

### ***Tell Me More***

The **WSBACommunity** pilot project will provide users (after a single sign-on through myWSBA) the opportunity to conduct, track, and organize their volunteer work in one centralized online location; converse with other members in the Discussion forum; access shared documents and resources in the Library; and RSVP/track on upcoming meetings and events—all in one centralized location. We have been aware of the need for this type of tool for quite some time and are excited to partner with current volunteer groups during the pilot to determine if this tool meets our needs.

### ***How Can I Participate in the Pilot***

Participation in the pilot is limited. If your section is interested *and* can commit to placing this item on a meeting agenda in either October or November, [please complete this form no later](#) than Friday, October 20. All interested section executive committees will be reviewed, and of that group, 2 to 3 will be asked to participate. We are seeking to include a diverse group of entities (boards, committees, councils, and section executive committees) in the pilot, including some who might be skeptical but are nonetheless willing to give the tool a try. Various factors will inform the decision-making process including size of the section executive committee, frequency of meetings, and planned activities for the 2023-2024 year. Volunteer Engagement Advisor Paris Eriksen will make the final decisions after consulting with MSET Manager Julianne Unite and me.

Again, if interested [please complete this form](#) by Friday, October 20.

### ***After the Deadline***

For those 2 to 3 section ECs asked to participate, we will provide a more in-depth document discussing the functions and perks of the tool and the pilot project process. During the discussion, we can view a short video that will also detail the project.

Please let me know if you have any questions or concerns.

**Attachment: Introducing WSBA*Community***



The WSBA is excited to announce and invite your participation in a new pilot project ...

## Introducing:



# WSBACommunity

**An online community engagement and collaboration tool\* for WSBA volunteers and staff liaisons.**

WSBACommunity is designed to support WSBA volunteer work by providing “communities” for volunteer groups such as boards, committees, and section executive committees.

Each “community” will be accessible online (and mobile friendly), will provide document storage, event and meeting scheduling, conversation, and collaboration—***all in one centralized location.***

### FEATURES:

- Single Sign-On Through myWSBA
- Customizable Member Profile
- Email Notifications and Response Capability
- Discussion Forum
- Document Library
- Create, View, RSVP, and Save Meetings and Events

*This is time-limited pilot project. Not all groups will be able to participate. Pilot runs from October 2023 to June 2024.*

\* This tool is powered by Higher Logic, LLC.

**WASHINGTON STATE**  
BAR ASSOCIATION

Regards,

Carolyn

**Carolyn MacGregor** (*she/her*) | **Sections Program Specialist**

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## **Appendix V.**

### **Section Leaders Orientation: Nov. 13 (Oct. 16 email from Julianne Unite)**

Greetings Section Leaders,

I am resending the invitation to the Fall Section Leaders Orientation I sent out last Friday as we had a technical difficulty with our list serve tool that caused some list serve subscribers to not receive the message. Please review the email below and do not hesitate to contact me if you have any questions.

Regards,

**Julianne Unite, J.D.** | **Member Services and Engagement Manager**

Pronouns: she, her, hers

**I am working remotely.**

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**From:** Julianne Unite

**Sent:** Friday, October 13, 2023 9:54 AM

**To:** WSBA Section Leaders <[section-leaders@list.wsba.org](mailto:section-leaders@list.wsba.org)>

**Subject:** RSVP for WSBA's Fall Section Leaders Orientation on Nov. 13

*You're Invited!*

*Annual Fall Section Leaders Orientation*

*Learn how the WSBA partners with Section Executive  
Committees to support WSBA's mission to serve your members  
and the public.*

Join us for the Annual Fall Section Leaders Orientation!

**When:** Monday, November 13, 2023

**Time:** 9:00 a.m. – 11:00 a.m.

**Where:** [Zoom Video Conference](#) Phone: 888-788-0099 (toll free), (253)  
215-8782 (local)

Meeting ID: 852 1924 8825 || Passcode: 609620

**RSVP:** [Click here to RSVP](#) or (copy and paste this URL into your web browser): <https://forms.office.com/g/01NFTR4wBd>. Please **RSVP by Monday, November 6.**

**Who:** All section executive committee members (new and continuing) are welcome to attend. Your participation is highly encouraged. We request that at least one member of your executive committee attend.

We have a full two-hour session planned, with opportunities to hear from WSBA President Hunter Abell and Executive Director Terra Nevitt about an overview of WSBA and working with the Board of Governors; Director of Finance Tiffany Lynch about fiscal policy matters; staff from the Office of General Counsel about relevant WSBA rules and procedures; Education Programs Leads Sally Romero and Rachel Matz about CLEs; and the Sections Team. A more detailed agenda for the orientation will be forthcoming.

For those unable to attend, the orientation will be recorded and posted on the WSBA [Volunteer Toolbox page](#).

We look forward to your participation and seeing you on November 13!

Sincerely,  
Julianne Unite on behalf of the Sections Team

**Julianne Unite, J.D. | Member Services and Engagement Manager**

Pronouns: she, her, hers

**I am working remotely.**

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| [mentorlink@wsba.org](mailto:mentorlink@wsba.org) | [newmembers@wsba.org](mailto:newmembers@wsba.org) | [sections@wsba.org](mailto:sections@wsba.org)

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<sup>1</sup> Supreme Court Boards (Access to Justice Board, Disciplinary Board, LLLT Board, Limited Practice Board, MCLE Board and Practice of Law Board) provide annual reports to WSBA to support its responsibility under [GR 12.3](#), to provide oversight and monitor compliance with applicable rules and orders. Boards have the option to use the WSBA template or to share their annual reports to the Washington Supreme Court.